USDA Forest Service
Rocky Mountain Region
Fire and Aviation Management
Briefing Paper

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TOPIC: Revisions/Updates for the 2012 Rocky Mountain Region Aviation Management and Safety Plan.

ISSUE: Changes from the 2011 version of our Regional Aviation Management and Safety Plan.

UPDATES/REVISIONS FOR 2012:

- P. 04 SMS description – removed due to duplication in section V
- P. 11 ASTAT process – removed due to duplication in section V
- P. 13 Senior Executive Service definition and process reference added.
- P. 18 PASP information – removed due to duplication in section V
- P. 18 New Direction for Aerial Application of Fire Retardant
- P. 26 – 28 revised to match National template with Regional supplements and place holders for Forest supplements should the template be adopted by local units.
- P. 32 New Authorization requirements for SES travelers
- Appendix 2, P. 38 added with DRAFT SES Request Form

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2012
AVIATION MANAGEMENT
AND
SAFETY PLAN

ROCKY MOUNTAIN REGION

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AVIATION MANAGEMENT AND SAFETY PLAN

ROCKY MOUNTAIN REGION

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V. AVIATION SAFETY MANAGEMENT SYSTEM

I - INTRODUCTION

This Plan addresses activities, management expectations, and procedures which will be used to manage the aviation program as it pertains to supporting Forest Service and Rocky Mountain Region mission goals. This plan focuses on proper use of aircraft in a safe and cost effective manner. It must be understood this plan is not a program in itself, but a tool to be used by knowledgeable and disciplined aviation managers to help them accomplish aviation missions safely.

Each Forest will have their own plan as a supplement to the Regional plan to better clarify specific details of aviation activities conducted on their Forests.

Goal

The goal of aviation management in the Rocky Mountain Region is to ensure flight operations are conducted in a safe, cost effective manner, employing the **most appropriate** aircraft for the mission. Adherence to these three basic principles; safe, right, and cost effective, is the ultimate goal and driving force behind a successful program. Aviation Operations that may be unsafe, inefficient or not effective are aircraft operations with reduced capabilities due to high temperatures and/or high operational elevations that decrease the aircraft capabilities making the operation inefficient and reduce cost effectiveness; ineffective retardant or water operations due to high winds or fires that are burning too intense, hot, or moving too fast. The regional Office will support decisions to terminate aviation operations when determined the safety of the operation is at risk, compromised, or mission is determined to be ineffective due to existing conditions.

This plan will provide all employees with a comprehensive guide for aviation operations in this Region. Aviation management objectives will be reached by following Forest Service Manual, Handbooks, Guides, operating plans, contracts, and applicable Federal Aviation Regulations. This does not replace the need for good judgment and independent decisions where life or property is threatened.

Objectives

The objectives of this plan are:

1. To give clear understanding to all aviation managers and users, regarding procedures that will be utilized by this Region including planning and conducting flight operations in support of the Forest Service mission.

2. To identify the roles, responsibilities, and training plan for individuals attached to the aviation mission.

3. To ensure aviation operations are conducted to the national standard by identification of those standards.

4. To minimize human exposure to hazards through identification of effective safety systems analysis and risk management techniques.

5. To minimize the likelihood of injury, death, or property loss from aviation accidents.

6. To implement the National Aviation Management and Safety Plan and Aviation Doctrinal approach into regional operations.

7. Ensure the right resources are utilized for our missions. Using the right resource will help us attain our goals of safe and cost effective aviation operations.

II - MANAGEMENT PHILOSOPHY

Aviation Management

Rocky Mountain Region Aviation Operations will be conducted to the standards set forth in national policy. Many of the policies we use today have evolved from lessons learned at great expense in terms of dollars and human lives. Our own success will depend on technical competence, communication, and teamwork. It is the responsibility of every person who has a stake in aviation to understand what is required of them, and to have the ability to meet those demands. Training will continue to be priority. Aviation managers and supervisors assume great responsibility and must be willing to take control of their projects with confidence and an understanding they will make decisions which affect the safety of their fellow employees.

Policy

All aviation operations performed within the Region shall comply with National standards, published directives, aviation contracts, and applicable Federal Aviation Regulations. It is the policy of the Rocky Mountain Region Aviation Unit to follow all applicable rules and regulations pertaining to aviation. These rules and regulations are found in Forest Service Manual 5700, Forest Service Handbooks (FSH 5709.16, Flight Operations Handbook, FSH 6709.11 Health and Safety Code Handbook), and Interagency Guides such as; Interagency Helicopter Operations Guide, interagency Aerial Supervision Guide, Interagency Aerial Ignition Guide, Interagency Airtanker Base Operations Guide, and Interagency Single Engine Airtanker Operations Guide.

Each Forest shall supplement this plan with Forest level Aviation Plans containing more specific details relating to aviation operations conducted on or for the Forest. The Forest Aviation Plan, and the Forest Aircraft Incident/Accident Response Guide, shall be reviewed and updated annually.

All Forest Service aviation operations must be addressed in a written plan. Those operations not covered in FSM or FSH, the National, Regional, or Forest Aviation Plans must be addressed in a Project Aviation Management Plan. The Elements of a Project Aviation Plan are addressed in Appendix 7.

Forest Aviation Plans must be approved (signed) by the Forest Supervisor. Prior to approval, Forest Aviation Plans must be prepared/reviewed by the Forest Aviation Officer (FAO), and reviewed by the Regional Aviation Officer, or their designated acting. The Elements of Forest Aviation Plan are addressed in Appendix 6.

Foundational Doctrine

The Rocky Mountain Region has adopted and incorporates the National Fire Management Foundational Doctrine in the Aviation and Fire Management Program. The fundamental responsibility of Forest Service aviation is to support the agency's land management operations in a timely, cost-effective, and efficient manner. The mission of the Rocky Mountain Region aviation program is to provide safe, efficient and coordinated aerial support for agency operations, to support partnership agreements, and to meet current and future needs through innovation and technology.

Information regarding the current status of the Forest Service Foundational Doctrine can be found on the following internet site: http://www.fs.fed.us/fire/doctrine/index.html

Components of Doctrine

An Aviation Foundational Doctrine has been developed and is composed of eight components which include Mission, Operations, Leadership and Accountability, Aviation Safety and Risk Management, Training, Qualifications, & Education, Relationships and partnerships, and Security. The Aviation Doctrine may be combined with the Foundational Doctrine. When determined whether it will be a separate doctrine or combined, once approved the doctrine will be included as an Appendix to this document.

III - AVIATION PROGRAM

Program Overview

The Rocky Mountain Region utilizes aircraft for support of wildfire suppression, remote sensing, insect and disease survey and control, aerial photos, law enforcement, special projects, and administrative transportation. This Region works cooperatively with our interagency partners, State Cooperators, BLM, BIA, FWS, and NPS to provide a supportive role in aviation management oversight.

To support these operations, resources available to the Region include contract airtankers, contracted Type I, II and III helicopters (exclusive use and call-when-needed), a Cessna 206 and a leased King Air C90GT, a national leadplane resource. The fixed-wing, if not on assignment, are available for administrative flights. Additionally a number of aircraft are provided by private vendors through Call-When-Needed (CWN) contracts, cooperator and interagency partners. These resources are obtained through requests via the local dispatch center or Rocky Mountain Area Coordination Center (RMACC).

National Aviation resources include leadplanes and national Type I and II helicopters which are hosted by regions, large airtankers, smokejumper, infrared detection and mapping and large transport aircraft.

Fire suppression accounts for the highest use of our aviation assets. Peak use in the Rocky Mountain Region occurs between April 15 and September 15.

One of the primary roles of the Regional Aviation Group is to provide support and guidance to the Forest through the FAO. This partnership is the cornerstone of the Regional aviation program.

The major elements of the Aviation Program include:

- Aviation Safety - Ensuring aviation operations are conducted at a level of acceptable risk commensurate with the needs of the mission through training, communicating, and providing technical assistance to Forests.

- Incident Support Coordination – Rocky Mountain Area Coordination Center (RMACC) provides assistance and leadership in flight planning, flight following, and airspace coordination.

- Program Management - Providing guidance, direction, and coordination of safe and efficient aviation operations on the Forests within the Region. Ensures implementation of aviation policy in the principles of the aviation management triangle.

Roles and Responsibilities

Director, Fire and Aviation Management (FAM) – responsible to the Regional Forester

The primary role of the Director of FAM is to provide leadership, strategic planning, and oversight, to the Regional and Forest aviation and fire organizations. This position is the focal point for setting the tone with each Forest Supervisor for the expected level of aviation operational standards which are consistent with the Regional Forester's established safety expectations.

Deputy Director, SFAM – responsible to Director, FAM

Oversees all operations within SFAM Staff group. Supervises Branch Chiefs for Operations, Coordination Center, Aviation Management, Info Systems, Co-op Fire Protection, and Fuels.

Regional Aviation Officer – responsible to the Deputy Director, SFAM (FSM 5720.48)

The primary role of the Regional Aviation Officer (RAO) provides aviation program management and oversight for the region and its associated units. This position sets the standard for the level of safety expected within the

aviation function and executes a safe WCF flight operation. The RAO and Aviation Team communicate institutional values and level of acceptable risk to those executing and managing contract and internal aviation operations. The activities of the RAO are meant to unify the efforts of Regional aviation experts/professionals and develop a team approach in achieving safety goals and objectives while providing aviation support to the Forests and cooperators. RAO responsibilities include:

- Monitor Forest, District, and project aviation planning as well as qualifications of Forest Service employees involved in aviation operations.
- Assist Forest Aviation Officers in the development of aviation-related plans and recommend/approve changes to these Forest plans and aviation operations.
- Ensure specialized aviation training is provided to field units and employees.
- Provide technical input to Contracting Officers for development of standard contract specifications.
- Provide aircraft and pilot inspections and approvals as required by Forest Service direction, cooperative agreements, and contract specifications. Issue cooperator letters of approval.
- Conduct evaluations of field aviation operations.
- Monitor contract and employee pilot performance.
- Support decisions to terminate aviation operations when determined the safety of the operation is at risk, compromised, or mission is determined to be ineffective due to existing conditions.

Lead Pilot – Responsible to RAO

The primary role of this position is a lead plane pilot. Additionally this position supervises regional pilots, manages the regional pilot inspection program, responsible for JeffCo Security Plan, provide leadership, coordination, guidance and direction to the Regional Lead Plane Program and fire management. Assists the RAO in program management and oversight. Lead Pilot responsibilities include:

- Manage Aircraft pilot inspection program
- Supervise pilot staff
- Train and evaluate agency pilots
- Provides advice, counsel and support to improve regional and national aviation programs.
- Update Aviation Security Plan annually.

Regional Pilots – Responsible to Lead Pilot (FSM 5704)

- Responsible for safe and efficient aircraft operations
- Assists in pilot inspection program
- Provided input to Regional Aviation Program

Regional Aviation Safety Manager – responsible to the Director, SFAM (FSM 5720.48)

The Regional Aviation Safety and Training Manager (RASM) serves as the principal technical advisor to the Team Leader on all aviation safety matters and is a critical member of the Region's Aviation Management Team. This position is the focal point for the Region's efforts in promoting safety awareness and developing safe attitudes in

those people directly and indirectly involved in aviation operations. The RASM provides the concepts, principles, and procedures required for interfacing aviation safety practices into operational activities. Evaluations and appraisals are conducted to determine the level of compliance and effectiveness of existing aviation safety activities. The RASM recommends actions necessary to enhance the Forest Service aviation safety program. RASM responsibilities include:

- Conducts Forest aviation safety reviews/evaluations.
- Review aviation planning, training, contract specifications, and recommend changes to the Director.
- Participate on selected safety evaluations with other aviation staff members to review the ground operation monitoring programs and recommend changes to the Director and the RAO.
- Monitor and follow-up actions recommended from safety evaluations, formal reviews, and Board of Review.
- Review contract and employee pilot training and monitor activities to ensure compliance with Forest Service direction and make recommendations for changes to the Director and the RAO.
- Ensure aviation accidents and incidents are investigated and corrective actions are taken to prevent any recurrences.
- Provide trend monitoring of accidents and incidents from Safecom reports, to help the RAO and Team Leader prioritize efforts in the areas presenting higher risk for mishap.
- Assists in helibase and airtanker base inspections.
- Conduct and/or provide aviation training to Regional and Supervisor's Office employees.

Helicopter Operations Specialist (HOS) – responsible to the RAO

The Helicopter Operations Specialist is responsible for leadership, coordination, and direction of the helicopter program. The HOS leads and coordinates development of recommended policies, standards, and operational procedures. The HOS coordinates and provides expertise and training for helicopter support personnel including aerial ignition, rappel, management, and survey. HOS responsibilities include:

- Provide technical assistance in helicopter operations to the Forests.
- Assist Forests in development of helicopter programs and operating plans.
- Conduct helibase inspections.
- Provide and arrange for instruction for helicopter crew and support personnel.
- May serve as Contracting Officers Representative on helicopter contracts.
- Represent the Region at National level helicopter operations meetings and steering committees.
- Support national fire fighting needs as member of STAT teams or technical specialist.
- Provide National Guard briefings for fire and Reconnaissance and Interdiction Detachment (RAID) missions.

Aviation Specialist – responsible to the HOS

Aviation Specialist is a developmental aviation management position. Responsibilities include:

- Provide overall management of type I national helicopter.

- Assist HOS with Regional helicopter program management
- Assist RAO and RASM in program management.

Aviation Maintenance Inspector – responsible to the Lead Pilot

The Aviation Maintenance Inspector is responsible for coordinating and conducting aircraft inspections, approves contract aircraft for return to service, and inputs approved a/c data in national data base. Aviation Maintenance Inspector responsibilities include:

- Provides efficient and effective management of the airworthiness and inspection program for Regional WCF, cooperator, and contract aircraft.
- Provides technical support to the National maintenance program, briefs pilots and other appropriate personnel on maintenance and avionics issues affecting safety and equipment, and assists on national aviation contract inspections.
- Maintains proficiency in their field in accordance with applicable Federal Aviation Regulations, interagency guides (FSM 5706), and Forest Service Manuals and Handbooks.
- Provides technical assistance in aircraft mishap investigation.
- Represents the Region in national meetings.
- Assists with Forest/Regional aviation reviews, inspections and participates as a member of a STAT team.
- Works with RASM to complete Regional maintenance related Safecoms.

Forest Aviation Officer – responsible to Fire Staff or Forester Supervisor

The Forest Aviation Officer (FAO) is the primary authority for aviation activities that occur at the Forest level. The FAO implements the Aviation Triangle (safe, cost effective, and correct aircraft), from planning through operations in support of the Forest Service mission. This position provides liaison between the Regional Aviation Staff, Forest management, and persons conducting aviation activities on the Forest. The FAO plans and organizes aviation projects by coordinating with aircraft operators and ensuring compliance with policies and regulations governing air operations. The FAO is designated the COR on all Forest aviation contracts. The FAO develops, annually updates, and submits the Forest Aviation Plan and Aviation Security Plan to the Line Supervisor for approval. The FAO implements the Forest Aviation Plan, identifies aviation training needs on the unit, and ensures completion of aviation billing systems (ABS), completes unit SAFECOMS and submits to RASM.

Aircraft Dispatcher

The Aircraft Dispatcher is responsible for the procurement of rental aircraft for administrative, fire, and resource flights and ensures that flight following and documentation requirements are met. Dispatch initiates Emergency Search and Rescue procedures when necessary. The Aircraft Dispatcher is responsible for providing a proactive communication channel with users to gather and provide information necessary for the proper planning and procurement of aviation resources.

Flight Manager

Administrative flights (point-to-point) involving one or more employees requires a qualified Flight Manager be assigned. Their primary role is to manage the flight to ensure passengers are transported safely and within prescribed procedures. The designated Flight Manager will ensure all passengers are briefed, manifested, and assembled for boarding in a timely manner. The Flight Manager keeps track of flight progress and notifies dispatch centers if there is any undue delay. Pilots and aircraft will be checked prior to flight for interagency cards that are

correct and current for the mission flown. The Flight Manager ensures the accounting form (FS 6500-122, Flight Use Report) is completed and signed. Flight Manager training requirements are identified in the Interagency Aviation Training (IAT) program https://www.iat.gov/docs/IATprogram.pdf. Additional information on qualifications and responsibilities, refer to chapter 60 in the National Mobilization Guide section 67.

Flight Manager-Special Use

Special use flights or mission flights requires a qualified Flight Manager-Special Use be assigned to the mission. The Flight Manager-Special Use works jointly with the pilot-in-command and air crewmembers to ensure safe, efficient flight management of missions other than point-to-point: i.e., reconnaissance below 500 feet, infrared, aerial photo, and other missions requiring special training and/or equipment. Flight Manager-Special Use training requirements are identified in the Interagency Aviation Training (IAT) program https://www.iat.gov/docs/IATprogram.pdf.

Aircrew Member

An Aircrew Member is a person working in and around aircraft and is essential to ensure the safety and successful outcome of the mission. Aircrew members are required to either be on board or attend to the loading and unloading of passengers and cargo at all landings and takeoffs, and to ensure that passengers have received a safety briefing prior to all non point-to-point missions. All participants in special use flights must be aircrew member certified through IAT. Aircrew member training requirements are identified in the Interagency Aviation Training (IAT) program https://www.iat.gov/docs/IATprogram.pdf.

Helicopter Manager

Any time a flight or mission using a helicopter involving Forest Service employees, a qualified Helicopter Manager shall be designated. The primary role is to manage the mission to ensure operations are within prescribed procedures listed within the Interagency Helicopter Operations Guide (IHOG), NFES 1885. The Helicopter Manager will ensure all passengers are briefed, manifested, and assembled for boarding in a timely manner. The Helicopter Manager will also keep track of flight progress and notify dispatch centers if there is any undue delay. Pilots and aircraft will be checked prior to flight for current interagency cards that are correct for the planned mission. The Helicopter Manager will ensure the accounting form (FS 6500-122, Flight Use Report) is completed and signed. For additional information on qualifications and responsibilities of Helicopter Manager, refer to the IHOG for operational guidance and Interagency Aviation Training for specific courses and training required.

Helicopter Crewmember

A Helicopter Crewmember is a person working in and around a helicopter and is essential to ensure the safety and successful outcome of the mission. Helicopter crewmembers are required to either be on board or attend to the loading and unloading of passengers and cargo at all landings and takeoffs, and to ensure that passengers have received a safety briefing prior to all non point-to-point missions. All participants in special use flights must be crewmember certified. . For additional information on qualifications and responsibilities of Helicopter Crewmember, refer to the IHOG for operational guidance and Interagency Aviation Training for specific courses and training required.

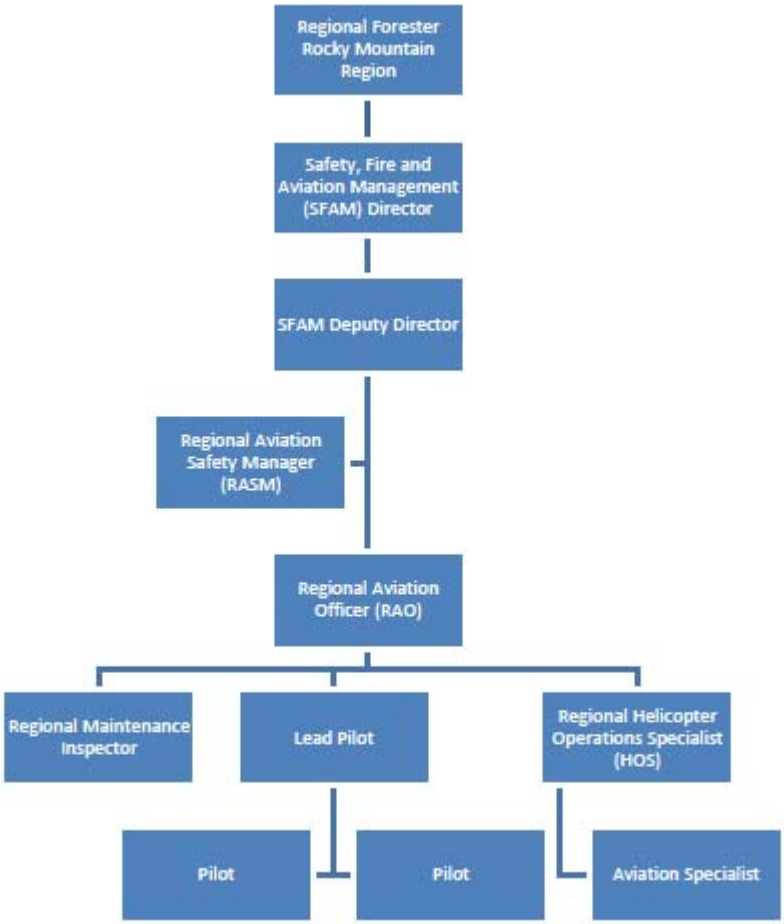
Aviation User (Passenger)

All employees who find a need to use, contract, or fly in any aircraft are considered aviation users. Aviation users are responsible for ensuring their involvement in the flight is conducted within policy and safe operating procedures consistent with the core values of the Forest Service. All users will participate in the pre-flight briefing to ensure they are aware of the safety features of their aircraft. They are further responsible for reporting unsafe acts or conditions, through use of the safecom system, or verbal report to the Forest Aviation Officer or Regional Aviation Staff. All persons expecting to use aviation resources are strongly encouraged to receive as a minimum A-101, Aviation Safety, available at the Interagency Aviation Training website (http://iat.nifc.gov/).

Regional Aviation Organization And Staffing

US Forest Service–FS ROCKY MOUNTAIN REGION – R2

Regional Level



Aviation coordinator located at RMACC is supervised by RMACC Center Manager

IV - OPERATIONS

Flight Operations

There is considerable risk involved with flying aircraft in the Forest Service, due to the typical mission profile (e.g., low altitude, mountainous terrain, poor visibility, turbulence, and traffic congestion in confined airspace). This environment is more demanding of pilot skills, reduces the allowable margin of pilot error, and limits the options and time to make good decisions for a safe outcome. While quality and operational limitations of aircraft are significant in risk management, statistics indicate the human element is the leading factor in aviation accidents. It is, therefore, imperative to have a means to develop and promote safe attitudes for those involved in flight operations. In addition, contract and management controls must be in place to ensure pilots are qualified, proficient, and current for the mission assigned.

Policy:

- An FAA flight plan or Forest flight plan shall be on file for all flights except training or test flights conducted locally (within 25 NM of departure airport). Automated Flight Following (AFF) is required for Rocky Mountain Region exclusive use and call-when-needed contracts (see flight following, pg 15).

- Each flight will be planned and executed such that safety considerations will take precedence over costs or mission accomplishment.

- Each Forest will have an aviation plan, project aviation safety plans (PASP) and risk assessment, helicopter operations plan if project helicopter operations are conducted on the unit, and Helibase Operations Plan if applicable. Pilots will be briefed prior to each mission. Briefing will include review of annually updated Hazard Map.

- Aviation safety objectives will be accomplished by adherence to regulatory documents referred to in this plan.

- Air crew proficiency, currency, training, and standardization will receive high priority in an effort to prevent pilot error accidents.

- Ground crew assigned to support aviation, either directly or indirectly, will be properly trained for the specific assignment.

Aircraft Procurement:

Each Forest will ensure Point-to-Point aviation services are approved for emergency mobilization.

All vendors providing point-to-point and special mission flight support will be identified to the Regional Aviation Officer by Feb 15 for use that calendar year. Once the vendors are identified, approved pilot and maintenance inspectors will be scheduled to approve all operators for use by Forest Service employees.

Training

Training is the key method to ensure aviation technical staff and employees are knowledgeable of current procedures and techniques thus enhancing a safe operation. It is essential that pilots, aviation users, supervisors, and managers be familiar with the inherent hazards of aviation operations. Forest Service management is dedicated to providing for professional and technical training of employees or contract personnel in all levels of the organization that use or influence use of aviation resources. Training requirements and modules are established on a National Interagency Aviation Training website https://www.iat.gov/docs/IATprogram.pdf. This site provides web based training and maintains documentation of completed training in an established database. Advanced training is conducted at the Aviation Conference and Education (ACE) workshop held 2-3 times a year in Boise. Additional ACE courses may be scheduled regionally.

Point-To-Point Flights

Any flight operations for the purpose of transporting individuals between any two geographic locations operationally suitable for takeoff and landing are considered a Point-to-Point flight. All Point-to-Point flights will be conducted on aircraft that are approved or carded. Point-to-Point flights for regional employees will be arranged through RMACC. Point-to-Point aircraft and pilots are not required to be physically inspected or given flight evaluations. Maintenance and pilot records are reviewed prior to issuing aircraft and pilot approval cards or letters of approvals (cooperators). Procedures for scheduling point-to-point flights in addition to forms may be found in Appendix 2. A Fixed-wing Flight manager must be assigned. Point to point "administrative" flights require the following forms: Flight Use Justification (FS 5700-10), Cost Comparison Travel Worksheet (FS 5700-11), Aircraft Service Request Form (Pg 37).

Mission Use Flights/Special Use

Any flight that is not point-to-point (airport-to-airport) is considered mission use/special use. Pilots and aircraft must have a letter of approval or aircraft and pilot card to perform that particular special mission that is planned. Special missions include low level aerial reconnaissance, spraying, fertilizing, dropping fire retardant, low level surveys, passenger transport to unimproved runways or helispots, float plane operations, aerial photography, remote sensing, etc. Mission Use/Special Use flights do **not** require a cost comparison form (FS 5700-11), or Flight Justification form (FS 5700-10).

Senior Executive Service (SES)

See Appendix 2, item 4 for clarification on SES passengers, approval process and forms.

Over Water Flights

Some missions may require overwater operations. Contact Aviation management personnel in the Region you are working to find out what the regional policy is for fixed-wing overwater operations.

Flight Below 500 Feet

Except for takeoff and landings and missions identified in FSM 5716.3, fixed wing flight operations below 500 feet are prohibited.

Helicopter Operations

Helicopters are used for initial attack, personnel transport, cargo transport, reconnaissance surveys, water drops, and as a platform for infrared photography missions and fall into one of four categories or types.

TYPE	1	2	3	4
Allowable Payload (lbs) @ 59 Degrees F @ Sea Level	5000	2500	1200	<1200
Passenger Seats	15 or more	9 - 14	4 - 8	<4
Retardant or Water Carrying Capability (Gallons)	700	300	100	<100
Maximm Gross Takeoff/Landing Weight (lbs)	12,501 or more	6,000 – 12,500	Up to 6,000	

All helicopter operations are conducted under the supervision of a qualified Helicopter Manager and will operate in accordance with IHOG (NFES 1885).

Helicopter Base Reviews

Annual base reviews will be conducted in accordance with IHOG. Reviews may be delegated to the Forests. All findings will be reported to the managing line Officer, RASM and Regional Fire Director.

External Load Operations

Any employee who conducts or assists with external load operations shall have completed S-271 Helicopter Crew Member Training or A-219-Interagency Transport of External Cargo Loads training and be proficient in external loads. Employees are required to take either course triennially OR conduct external load operations within a three year period to remain proficient and qualified.

Helicopter Bucket Operations

Bucket operations will be in accordance with the bucket manufacturers operating guide. All water bucket hookups to helicopters will be either by direct attachment to the belly hook, or with a minimum 50 foot longline. A significant hazard exists when attaching the water bucket to a lead line shorter than 50 feet. Continuous communication capability is required between the helicopter and the flight following unit or another aircraft while operating at a dip site. When practical, a ground observer able to communicate with the helicopter at the dip site may be used for this purpose.

Rappel/Cargo Letdown

Helicopter operations involving rappel/cargo letdown operations shall be conducted in accordance with the Interagency Helicopter Rappel Guide (IHRG). The Regional Helicopter Operations Specialist (HOS) is responsible for approving operating plans for those units conducting helicopter rappel and cargo letdown operations.

Over Water Flights

Helicopter operations and PPE shall comply with IHOG, chapter 9 requirements.

Aquatic Invasive Species

Prior to utilizing any water source for fire application insure Forest Staffs have been contacted to determine if Aquatic Invasive Species occupy the water source and what process is in place (sterilizing bucket, etc.) to prevent spreading the species to other water sources.

Airtanker Operations

If permanent or temporary airtanker facilities are utilized the Forest shall have an operation plan for the type of facility utilized (including SEATs). If temporary operations for loading, fueling, and/or overnighting heavy airtankers at other than designated permanent airtanker bases, Forests shall assign a manager. The temporary airtanker operations plan will include current agreements for operations such as landing and/or overnight accommodations for airtankers at airports, fueling, containment for spills, loading, etc.

Airtankers are restricted use aircraft and classified as either multi-engine airtankers or single engine airtankers (SEAT) and fall into one of four categories or types.

Type I – 3000 gallons or more
Type II – 1800 to 2999 gallons
Type III – 800 to 1799 gallons
Type IV – up to 799 gallons (SEATs)

Multi-Engine Airtankers

Multi-Engine Airtankers are a National resource. Geographic areas administering these aircraft will make them available for initial attack or project fires on a priority basis. All airtanker services are obtained through the contracting process except MAFFS which are Military Aviation Assets and used to supplement the contract fleet when needed. The Interagency Airtanker Board (IATB) consisting of Forest Service, DOI, and States is responsible for approving the contract airtanker fleet. Large airtankers are procured under a National interagency contract. The management of these resources is governed by the Department Manual, BLM Manual 9400, and Interagency Airtanker Base Operations Guide. Airtankers are operated by commercial vendors in accordance with FAR Part 137. The Forest Service operates under FSM 5703 and Grant of Exemption 392 as referenced in FSM 5714.

Single Engine Airtankers

Single engine airtankers (SEATs) can be effective as an initial attack resource. SEATs may be positioned at designated airtanker bases or at an airport in close proximity to a fire provided appropriate aircraft management is present. In order to be effective, these aircraft need to be an integral part of the overall initial attack strategy. There are many logistical and tactical advantages in the proper uses of SEATs. Guidelines for SEAT operations are in the Interagency Single Engine Air Tanker Operations Guide (NFES 1844) published annually.

Modular Airborne Fire Fighting System (MAFFS)

MAFFS provide an emergency capability to supplement commercial airtanker support on wildland fires. MAFFS are used as a reinforcement measure when suitable contract airtankers are not readily available within the contiguous 48 states. MAFFS will be made available to assist foreign governments when requested through the Department of State or other diplomatic memorandums of understanding.

For detailed information regarding MAFFS refer to the annual MAFFS Operating Plan that is provided by the office of the National MAFFS Liaison Officer, Forest Service Director, NIFC. There are normally 8 MAFFS units available.

Reconnaissance and Survey Minimum Horsepower Rating

Per FSH 5709.16 section 36.21, single engine aircraft used for special missions (including reconnaissance) are required to have a power loading of not more than 13.5 pounds per horse power: and multi-engine airplanes shall be capable of at least 200 horsepower per engine (Any engine developing less than 240 horsepower shall be turbo/supercharged).

Air to Ground/Air to Air Communications

In every case where an aircraft is over a fire, unless ground contact has been established and maintained either directly or through an aerial supervisor, prior to low level operations, an unsafe situation exists.

Where it is ultimately the pilot's responsibility to ensure the safe operation of the aircraft endangering ground personnel and other aviation resources, employees are responsible for taking immediate action that will alleviate the hazard(s), and report to their supervisor, aviation officer or line officer any agency aviation operation they believe is being conducted in a manner which is hazardous or which does not adhere to applicable agency policy or Federal Aviation Regulations.

Flight Following

All Forest Service flights will be flight followed in accordance with FSM 5700 and Interagency Helicopter Operations Guide (IHOG). When flights cannot be tracked by a dispatcher, prior approval and plans for flight following must be approved by the FAO. For non-fire administrative point-to-point flights, flight following may be accomplished through an IFR flight plan. The pilot will contact the dispatching office to report departure, and arrival at the final destination, delays, and enroute stops. Law Enforcement operations may elect to flight follow sensitive operations with on-scene aviation project managers (see Law Enforcement following page.) The national flight following FM radio frequency is 168.650 (Tone 110.9). The national emergency (guard) frequency is 168.625. All Forests must

maintain this radio capability to enable them to flight follow aircraft at any time. Radio calls intervals for flight following is 15 minutes. In the event of a missed radio call, dispatchers will attempt to locate the aircraft by radio. If unable to regain radio contact, the dispatcher will initiate the emergency action plan.

Automated Flight Following (AFF)

Automated Flight Following is a satellite/web based system that allows dispatchers to track an aircraft using a computer. AFF is required in Rocky Mountain Region exclusive use and call-when-needed aviation contracts. When aircraft are equipped with this system, flight following will be established by an initial radio call to confirm reception of the aircrafts signal. If the signal is lost anywhere but within close proximity to an airport the symbol will turn red. If the aircraft is not a helicopter landing at an approved helispot or a sea plane landing on a lake missing aircraft procedures should be implemented. If aircraft are making an off airport landing and shutdown, this needs to be communicated to the Dispatch Unit per established flight following procedures. To request user ID and additional AFF information visit www.aff.gov.

A National policy for AFF has been approved and is located in the National Interagency Mobilization Guide (24.3). Rocky Mountain Region will follow this policy. If Forests choose a more restrictive policy and require 15 minute radio check-ins in addition to AFF, Forests will be responsible for ensuring operators are aware of the Forest flight following procedures **PRIOR** to **ANY** flight operations.

Load Calculations

Accurate weights of passengers and gear/cargo shall be computed for each flight. Helicopter Managers will review the pilot calculations for rotary wing missions and the dispatcher will monitor it for fixed wing flights. The Pilot in Command has the ultimate responsibility to ensure the aircraft is within weight and balance limits.

Personal Protective Equipment

Due to the likelihood of an unplanned landing, malfunction, or mishap, employees must wear appropriate personal protective equipment (PPE) for the type of flight they are participating in. PPE requirements have been developed from past experience and are intended to enhance survival in the event of an unplanned occurrence. Required PPE for helicopter flights are SPH 4 or SPH 5 flight helmet, Nomex or leather gloves, flight suit (made of Nomex or other fire retardant material), and leather boots that provide suitable ankle support and protection. Nomex shall be long enough to overlap the gloves and boots while in a sitting position. Firefighters transported from point-to-point by helicopter who are not part of the flight crew may substitute hard hats with chin straps for the flight helmet.

PPE for fixed wing flights below 500 feet AGL (FSM 5716.3) include helmet, gloves, and fire retardant flight suit. For all flights, passengers are encouraged to carry survival packs suitable for the environment they will be operating in. Natural fiber clothing should be worn since most synthetic fibers melt if exposed to fire.

Hazardous Materials

Transportation of hazardous materials is addressed in the Code of Federal Regulations (CFR), the "Interagency Aviation Transport of Hazardous Material Guide", and in FSM 2161.44. The Forest Service and Department of Interior agencies presently operate under an exemption (DOT-E 9198) to the Department of Transportation (DOT) Hazardous Materials Rule (HMR) at 49 CFR Part 171 - 180. This exemption permits some deviation from the regulations on Forest Service mission and field aircraft only. If your hazardous material is not listed in the exemption or the Interagency Guide, it must be shipped in accordance with the HMR. Transport of any hazardous material on commercial flights, fall under the HMR requirements. When planning flights involving hazardous materials, indicate your intentions to the dispatcher when ordering the flight. Although exempt from the HMR, the FS has developed a policy (FSH 6709.11, Chapter 9-4) that all containers of hazardous materials must be properly packaged, labeled and placarded in accordance with 49 CFR 100 - 199. Depending upon the quantity of hazardous materials, shipping papers may also be required (see 49 CFR 172.504). A copy of the Interagency Grant of Exemption for the Transport of Hazardous Materials (DOT-E 9198) and the Interagency Aviation Transport of Hazardous Materials Guide (NFES 1068) can be viewed at: http://www.fs.fed.us/fire/aviation/av_library/index.html in the Interagency Guides/Publications (Misc) section.

All hazardous waste shipping falls under 40 CFR Part 262. These regulations outline hazardous waste shipping requirements including packaging, labeling and manifesting.

Transportation of irritants on aircraft (mace or pepper spray) may be conducted provided the pilot is informed and the material is stored in a leak proof and airtight container that has been approved for shipping these products.

Approved Aircraft and Pilots

All flights involving Forest Service employees will be limited to aircraft and pilots who have been approved for by the USFS or AMD aviation inspectors. Proof of approval (either interagency card or letter of authorization) must be carried by the pilot and in the case of aircraft, posted with the airworthiness certificate, and be available for inspection by any Forest Service employee. This restriction does not apply to regularly scheduled airlines (Delta, Northwest, etc.). If there is a question about any aircraft, ask the local dispatcher or FAO. Special mission flights require aircraft and pilot inspections annually. Point to Point operations approvals are issued for two years.

The Forest Aviation Officer (FAO) will establish aviation resource needs for the Forests. Once established, FAOs will identify vendors and cooperator necessary to support the unit and contact Regional Aviation staff with available dates/times for vendor inspections. Units must have an MOU or agreement in place for cooperators, such as states, prior to RO approval. Costs associated with the initial inspection will be covered by the Regional Office. Costs associated with additional inspections will be paid by the vendor.

Aircraft and Pilot Inspections

The Regional Aviation Officer will be responsible to ensure adequate staff (maintenance and pilot Inspector) are available to inspect pilots and aircraft for supporting aviation contracts and agreements on the units.

Once the request for technical support is received, the inspectors will work directly with the FAO to schedule an inspection. Aircraft maintenance inspections shall only be performed by interagency approved maintenance inspectors that are rated Aircraft and Powerplant mechanics by the FAA. Pilot inspections will be conducted by interagency designated pilot inspectors only.

A new database for verifying vender data is still in the trial period. Inspectors will enter the aircraft and pilot information. Once the database is completed the operator and contract information will be available to all units as an aviation support resource. Regional Maintenance and Pilot inspectors will provide RMACC an updated list if database is not accessible.

Pilot inspections

- The successful pilot inspection will result in the issuance of an inter-agency pilot card and will be valid for not more than one year for special missions, and two years for airplane point to point pilot cards.

- The pilot applicant will fill out an FS-5700-20, Airplane Pilot Qualifications and Approval Record or an NIFC-FS-5700-20a, Helicopter Pilot Qualifications and Approval Record. This form will contain the pilot qualifications and will serve as the form for a check ride if a check ride is necessary. Check rides for point to point missions are not required.

- A pilot flight check ride will be required for initial carding (except for point-to-point missions). Additional check rides will be administered if required by the contract, or at a minimum, every three years for special missions. Pilot records will be reviewed prior to issuing pilot cards on point-to-point missions.

Aircraft Inspections

- A successful aircraft inspection will result in the issuance of an approval card for the mission to be performed and as required by the MOU, agreement, or Contract. The aircraft card will be valid for the one year, (2 years for point-to-point cards).

- Data required for the inspection will be documented on the FS-5700-21 for airplanes and FS-5700-21a for Helicopters. The information documented on the appropriate forms will come from the aircraft logbooks and or official aircraft records.
- Discrepancies affecting the contract will be documented and corrected by the vendor prior to issuing the approval card. Discrepancies affecting safety of flight require documentation and correction, including log book entry and re-inspection prior to issuing an approval card.

Return to Contract Availability

When it is necessary to suspend flight operations for a maintenance discrepancy, or when an aircraft has unscheduled maintenance performed while attached to a Forest Service contract or agreement, that aircraft will not be used until it has been authorized for "return to contract availability" by an approved interagency maintenance inspector.

End Product and Flight Services Contracts

End Product Contracts

An end-product contract (FSM 5710.5) is intended to efficiently and effectively accomplish certain projects with no internal operational controls from the Forest Service. Certain aviation operations, such as aerial application of herbicides and insecticides, seed, fertilizer, prescribed burn projects, and some Burned Area Emergency Rehabilitation (BAER) projects may be administered in a more efficient and less expensive manner if contracted on an end-product basis, instead of through a Forest Service flight services contract. Participation by Forest Service employees in end-product contracts is limited to quality assurance of the end product goals only. Forest Service Grants of Exemption (FSM 5710.5 and 5714) from the Department of Transportation, Federal Aviation Administration (FAA) regulations, do not apply to end-product contracts. The contractor is required to comply with all State and Federal regulations for the type of work being performed. If departures from the applicable regulations are necessary, the contractor is responsible for obtaining them. The decision to use an end-product contract removes the Forest Service from having operational control, thereby placing accountability for any aircraft accident with the operator/contractor.

Flight Services Contracts

Aerial operations, such as seeding and mulching, and animal herding, gathering, and inventory that require the Forest Service to maintain operational control, require a flight services contract.
Operational control involves situations in which:

1. A contractor is required to use personal protective equipment, or

2. Forest Service personnel are actively involved in the project.

Use FSM 5711.2, Exhibit 01 to identify whether a project requires a Flight Services Contract or and End Product Contract.

Aviation Security

Security is an important factor when planning and implementing a project, particularly one utilizing aircraft resources and project personnel. Since September 11, 2001, the planning of project and aircraft security has taken on greater significance.

Each Forest that operates aircraft either permanently or temporarily must have a plan to address airfield and aircraft security as these threat levels changes. The Regional Aviation Security plan is maintained at the Jeffco facility.

Medivacs/Search and Rescue

Any remote field operations where road evacuation is not practical should identify helispots (Minimum 20 X 20 for a type 3 helicopter) that could be used for evacuation of personnel.

Search and rescue is not the mission of the Forest Service. Any search and rescue missions shall be coordinated through local law enforcement. Any Forests must have an approved Aviation Search and Rescue policy (separate or included in the Forest Aviation Plan) prior to utilizing agency aviation resources (contract, leased, or WCF) for search and rescue missions. An Aviation Search and Rescue policy should include the following:

- If leased or contracted aircraft, recommend the aircraft be released from the lease/contract for the mission. (If released Agency has no other involvement and is not responsible for flight costs. Include CO if contract release is being considered.)
- Requirements for off-shore missions (meet IHOG requirements)
- Who has control of the mission
- Who is responsible for costs related to search and rescue
- Forest Service employees authorized on mission.
- Who's authorized to approve mission? Are Missions approved on cases by case basis or open ended?
- Define what is an emergency for the mission (body recovery is NOT an emergency).
- Are the appropriate agreements in place
- Forest Aviation Officer notified and working with law enforcement when aviation resources involved.
- For non agency search and rescue missions - 16 United States Code (USC) 575 states that we have authority to expend agency funds to conduct search and rescue missions on-Forest but not off-Forest. If search and rescue operations are off-Forest, there must be an agreement in place with local law enforcement to cover off forest situations. A MOU may not be appropriate as there are no provisions in an MOU for the transfer of money between agencies.

SEE appendix 16 Aviation Emergency Resources for fixed-wing and helicopter ambulance, Military hoist capable helicopters, NPS short haul capable helicopters and NPS search and rescue helicopter services for your area.

Military And Cooperator Aircraft Use

Military aircraft are authorized for use in support of Forest Service missions when properly approved. All projects involving military aircraft shall require a project aviation plan and letter of agreement or Memorandum of Understanding to be submitted to the RAO for review and issuance of a letter of approval. Pilot requirements may differ from the national contract standards, and all pilots eligible for use shall be identified in the letter of agreement. Aircraft will be suitable to project needs and be capable of operating to Forest Service standard. Proposed aircraft will also be identified in the letter of agreement.

Forest Service employees using military aircraft will wear PPE prescribed by FSM and IHOG. Flight following will be accomplished and identified through the project plan and letter of agreement.

Military and Cooperator aircraft must be installed with a radio system capable of communicating with the helibase, fire line personnel and air-to-air prior to arrival at the fire. The air-to-air- capability must be a separate frequency from the air-to-ground frequency and the pilot must have the ability to monitor both frequencies simultaneously. The pilot in command must have the ability to receive and transmit through the aircraft system.

Aerial Application of Fire Retardant

The Forest Service has developed a Guide for the aerial application of fire retardant specifically for avoidance areas of waterways and threatened and endangered species. The guide includes sections for avoidance, fire operations reporting misapplications and pilot direction and can be located at: http://www.fs.fed.us/fire/retardant/index.html

Law Enforcement Aviation Operations

Law enforcement aviation operations on occasion have special needs. Many are performed in a covert manner, meaning that these missions are being conducted for the purpose of establishing probable cause that a crime is or has been committed. Covert missions shall always be conducted on a need to know basis. On these missions, releasing information to the wrong person/s could jeopardize the safety of the personnel involved. At a minimum, it could result in the loss of evidence, and loss of suspects.

On the other hand, some law enforcement missions can be performed overtly, meaning that the mission can be performed as any other Forest Service work related mission.

Though there are Agency specific policies, or circumstances as referenced in FSH 5309.11 and the Interagency Helicopter Operations Guide (IHOG) Chapter 16 that may exempt law enforcement from some standard aviation operating procedures, it must be emphasized that an exemption in one area does not automatically exempt law enforcement users from following other standard operating practices and procedures.

When planning covert law enforcement aviation missions, the appropriate LE&I Flight Manager, Special Agent in Charge, Assistant Special Agent in Charge or Regional Patrol Commander shall be consulted to ensure compliance with guidelines and procedures as outlined in FSH 5309.11 Chapter 52 and IHOG chapter 16-3.

For Overt missions, the same notifications shall be made. In addition, notifications and consultations shall be made to the Forest Aviation Officer (FAO), and or Regional Aviation Officer (RAO).

Personnel

As stated in FSH 5309.11 Chapter 52.11a and the IHOG chapter 2-31, ensure all law enforcement aviation operations are conducted under the guidance of either a qualified Project Helicopter Manager or by a Project Flight Manager, depending on mission type and complexity. If the aircraft is provided by another government agency or the military and they are also providing the helibase management services, such as flight following, loading and unloading of personnel and cargo, or external load operations, then other qualified personnel may be utilized based on a pre-approved operations plan authorized by the Regional Aviation Officer, Regional or National approval letter, and or the Special Agent in Charge and/or their designee.

Aircraft

The majority of missions that are to be accomplished by Law Enforcement and Investigations will be covert missions. These missions will predominantly use State National Guard aircraft, which have been approved by a Letter of Agreement (LOA). Overt aviation missions may be accomplished utilizing agency-owned, contracted, rented, other-government agency, or military aircraft that are carded and approved by a Letter Of Agreement (LOA), or a Memorandum Of Understanding (MOU) (IHOG chapter 5-3, 16-3).

Pilot Qualifications

Per FSH 5309.11 Chapter 52.13, all aircraft used to fly Forest Service law enforcement personnel must be flown by pilots who meet agency standards and possess a current form FS-5700-20 (Airplane) or FS-5700-20a (Helicopter), Pilot Qualifications and Approval Record (FSM 5700), or the equivalent interagency card issued by Aviation management Directorate (AMD), except for aircraft operated by Homeland Security where Forest Service employees working to fulfill the LEI mission are hereby exempt from the requirements to only use Forest Service approved aircraft and pilots when using aircraft and pilots meeting DHS requirements (WO letter dated May 20, 2008). The Special Agent in Charge or designate will be notified prior to any LEI missions being flown in DHS aircraft. Use of another law enforcement agency, aircraft requires acceptance of that agency's pilot qualifications if operating under a current Letter of Agreement (LOA) or Memorandum of Understanding (MOU). For any pilot and/or aircraft not meeting these guidelines, the supervisory special agent or supervisory law enforcement officer shall request, through the regional aviation officer, to have the pilot and/or aircraft approved. Law enforcement

personnel shall make every attempt to give adequate lead time to the regional aviation officer when requesting certification for a pilot and/or aircraft.

Uncarded/Unapproved Aircraft and Pilots

In certain emergency situations FSM 5713.52/FSM5713.53 allows for personnel to ride in unapproved aircraft/or with unapproved pilots (special investigations, hot pursuit, or undercover operations). In these situations, flights may be authorized by a qualified Flight Manager (FSM 5713.52 or the Regional Aviation Officer (FSM 5713.34)) The Flight Manager will inform FAO as soon as reasonably possible (officer safety or mission will not be compromised). A written justification shall be prepared and attached to an agency Safety Communication Report (FS-5700-14) and submitted to the Forest Aviation Officer within 24 hours of the completion of the mission.

CO-OP Aviation Operations

Co-op agencies conducting LE operations on National Forest System Lands are not required to notify the Forest Service of the flight activity. However, Law Enforcement and Investigations will encourage cooperative agencies conducting law enforcement operations on or over National Forest System lands to notify the Special Agent in Charge or supervisory law enforcement officer prior to the mission(s) taking place. FSH 5309.11 Chapter 50 (52.16).

Flight Following

Adhere to the flight following check-in procedures (FSH 5709.16, sec. 33) except when conducting covert operations where the need for secure communications is essential. In these situations, utilize the following procedures:

1. Grid map reference check-ins. The flight plan must be inserted into a sealed envelope and must be opened by the dispatcher only in the event of an aircraft emergency or failure to check-in with normal specified timeframes. Flight check-inspections are performed utilizing coded grid references rather than geographical location descriptors.

2. Flight following through another agency. Flight following may be performed by another agency (for example, Department of Defense, National Guard facility or Sheriff's office).

3. Satellite flight following. Flight following via an automated reporting satellite system is highly recommended, since no voice communication is necessary.

Personal Protective Equipment

Refer to FSH 5309.11 Chapter 52.12 and IHOG Chapter 9 for specific mission requirements for personal protective equipment (PPE). Exemptions from agency aviation PPE requirements are listed in FSH 5309.11 Chapter 52.12 and IHOG Chapter 16-4.

Normal Operations

When conducting overt operations, the Forest Aviation Officer or assistant shall be notified of Forest Service law enforcement aviation missions that will be conducted on National Forest. Law Enforcement personnel will provide approximate locations, planned dates and times, when Forest Service personnel are involved in flights in carded aircraft. This notification is the responsibility of the Special Agent in Charge or designate.

Emergency And Covert Operations

Refer to FSH 5309.11 Chapter 50 (52.15) or paragraph entitled **Uncarded Aircraft and Pilots** in this plan, and IHOG 16-3(B).

Search and Rescue Operations

See page 17 of this plan.

Load Calculations and Manifests

When utilizing aircraft other than military, load calculations and manifests are required and will be reviewed by qualified helicopter crew members. Flight managers should verify load calculations are being completed for all fixed-wing missions. When utilizing military aircraft, use of standard military methods such as a Performance Planning Card (PPC) is acceptable along with a manifest (IHOG Chapter 7).

Operational Briefing Requirements

Use the following checklist to brief personnel at the start of the operational period. Address all major operational areas. All items must be checked and initialed.

ORGANIZATION AND PERSONNEL

____ * Personnel safety overview (ground and aircraft) and PPE.
____ * Personnel responsibilities and authorities.
____ * Pilot and aircraft agency approval met (refer sec. 61.5)
____ * Flight and duty limitations met.
____ * Aviation or Flight Manager has an Operations Plan and personnel have reviewed.

COMMUNICATIONS

____ * Communications Plan in effect and reviewed with personnel.
____ * Flight following procedures in effect and discussed.
____ * Radios/batteries checked.

LANDING AREAS

____ * Landing zones have prior approval by authorized personnel (Wilderness requires Forest Supervisor/Regional Forester exclusive approval(s).

SAFETY

____ * Operational area hazards reviewed.
____ * General flight routes discussed.
____ * Fire safety briefing and expectations discussed.
____ * Military training routes and special operating areas discussed (wildlife, wilderness, etc).
____ * Pilot/passenger safety briefing completed.
____ * Emergency rescue procedures discussed (aircraft and medivac).
____ * Firearms safety procedures discussed.
____ * Prisoner Transport Procedures
____ * K-9 Transport

OPERATIONS

____ * Load calculations/manifests completed.
____ * Lead agency identified in notification procedures.
____ * Weather forecast and adverse conditions discussed.
____ * External load operations discussed.
____ * HAZ MAT materials procedures discussed.
____ * EOD procedures discussed.

V – Aviation Safety Management Systems

Section V "Aviation Safety Management System" is directly tiered from the National Aviation Safety and Management Plan, Section IV. Rocky Mountain Regional supplements have been added as appropriate. Forest units may tier from this document as well and thus, "Forest Supplement" tags have been inserted for that purpose.

General

Safety is the state in which the possibility of harm to persons or property damage is reduced to, and maintained at or below, an acceptable level through continuing processes of hazard identification and risk management.

This commitment to safety will be reflected as doctrine within aviation safety management. The adoption of Safety Management System (SMS) continues the application of Forest Service Doctrine. SMS is not a safety program; rather it is a system which aligns, assesses, and organizes an organization's existing safety processes around the concept of system safety. SMS incorporates a proactive approach using hazard identification and risk management to achieve accident prevention.

Rocky Mountain Regional Supplement: The Regional Aviation Safety Manager (RASM) for R2 will be promoting SMS throughout the region, to align the existing regional safety approach with the SMS organizational template. Where gaps are identified, every effort will be made to adopt or create a process to fulfill the need.

Forest Supplement:

Safety Management Systems (SMS)

SMS offers a complimentary solution based on structuring the existing rules and continuous review of the efficacy of those rules. Thus, the system ensures that guidance and regulation meet the original intent and that they have no unforeseen adverse side effects. SMS can be considered as functioning like a filing system, which structures the organization's existing safety initiatives and provides a review process for how well initiatives function. SMS is divided into four components: Policy, Risk Management, Assurance, and Promotion.

Rocky Mountain Regional Supplement: The RASM has adopted this filing system and will continue to organize the Regional aviation safety culture around the four fundamental catagories.

Forest Supplement:

Policy

SMS is a critical element of management responsibility in determining the agency's safety policy and SMS also defines how the agency intends to manage safety as an organizational core function.

- Policy guides aviation safety doctrine, philosophy, principles and practices.

- Policy provides framework for aviation plans (Refer to 3.3 Aviation Plans)
- Policy assists in the development of local standard operating procedures
- Policy will foster and promote doctrinal principles and safety management systems within the Regions

Rocky Mountain Regional Supplement: Our goal is to achieve safe operations on every mission every time by following the requirements set forth in:

☐ Forest Service Manual 5700

☐ Rocky Mountain Regional Aviation Management and Safety Plan
☐ Rocky Mountain Regional Forest Aviation Management and Safety Plans
☐ Interagency Helicopter Operations Guide (IHOG)
☐ Forest Service Handbook 5709.16, 6709.11
☐ Pertinent Federal Aviation Regulations
☐ State and local laws

Aviation Plans
It is imperative that all aviation operations be planned with consideration for safety goals that meet or exceed aviation safety standards established by the Forest Service. Forethought must be given to effective risk management. Each operating plan is used to set procedures and state how aviation resources are to be utilized. Many factors are involved and each location has different needs. Plans must be continually reviewed and updated, as aviation operations are dynamic and evolve through operational experience. Each operating plan is reviewed by the next higher level in the organization prior to approval. Project Aviation Plans are a supplement to aviation plans and prepared on an as needed basis; (See Section IV Operations p.16 and ASMS 5.5.5).

Standard Contract Specifications
The majority of Forest Service aviation services are provided by contractors. Therefore, national standard contract specifications have been developed for the technical aspects of administering contractor-furnished aviation services. The standard contract specifications are minimum safety and performance requirements for mission specific equipment and operations. The Contracting Officer (CO) is the legal authority for administration of the contract. Every employee using or managing contractor-furnished aviation services is required to immediately notify the Regional Aviation Staff (RAO, RASM and or Aviation Maintenance Inspector) of any circumstances related to risk either by virtue of the operation or due to maintenance. Notification can be via SAFECOM but a SAFECOM must be filed regardless.

Forest Supplement:

Risk Management

To provide structure to control risk in operations a formal system of hazard identification and safety risk management is essential. The risk management process is designed to manage risk to acceptable levels by the identification, assessment, and prioritization of risks followed by coordinated application of resources to minimize, monitor, and control the probability and/or impact of unfortunate events.

The agency:
- Will define a process for risk acceptance that defines acceptable and unacceptable levels of safety risk; establishes descriptions for severity levels, and likelihood levels.
- Will define specific levels of management that can make safety risk acceptance decisions.
- Will define acceptable risk for hazards that will exist in the short-term while safety risk control/mitigation plans are developed and executed.
- Will establish feedback loops between assurance functions to evaluate the effectiveness of safety risk controls.

There are necessary steps in the Risk Management Process.
- Define Objectives (i.e. Strategic program analysis, change management, accident action plan, other)
- System Descriptions: Identify each system-component that contributes to the mission.

Risk assessment is a step in the risk management process. Risk assessment is the determination of hazards associated with a situation or activity.

There are necessary steps in the risk assessment process as outlined in the FS Aviation Safety Management System Guide:

1. Define Objectives (i.e., System and task analysis)
2. System Description: Identify each system – component that contibutes to the mission. Consider change management in systems.
3. Hazard Identification: Brainstorm all possible failures, threats, and danger points.
4. Risk Analysis: Disassemble the hazard and identify outcomes, impacts of a hazardous event, and degree of exposure to risk (Ask the question: If this hazard exists, then what happens?)
5. Risk Assessment: Evaluate the combined effects of the potential for injury, damage, fatality, etc… based upon severity and likelyhood of an event occuring.
6. Decision Making: Determine mitigations needed, conduct cost/benefit analysis, develop an action plan, and implement controls. (This is risk management).
7. Validation of Control: Monitor controls and supervise operations to determine if controls are effective.

Risk assessment can be divided into three levels:
Time Critical: This method of risk assessment is an "on-the-run" mental or verbal review of the situation using the Operational Risk Management (ORM) process without necessarily recording the information. Many of the skills used in this context are applicable to normal mission where deliberate risk management has occurred and crews must manage risk in a dynamic situation. Note that "time critical" does not mean "hasty" or "uninformed."

Deliberate: This ORM method is used with adequate planning time and may involve more than one system at its source. It involves a systems identification, hazard identification, risk assessment/analysis, consideration of control options and risk decision making, implementation of controls, and supervision. This method will involve documentaion of the process and actions. Examples of the tools in use for ORM are Project Aviation Safety Plans (PASP) and Job Hazard Analysis (JHA).

Strategic/In Depth: Strategic Risk Management (SRM) is conducted at the highest levels of the organization and is typically applied to "systems of systems" type complexity, and requires more sophisticated techniques and professional reviews. A system or task description should be completely explain the interactions among the software, hardware, environment, and liveware (SHEL Model) that make up the system in sufficient detail to identify hazards and perform risk analysis.

This method should be used in instances where an entire program-wide assessment is deemed necessary; where new technology or a change in process is being proposed; or when risks appear cosistently high in a specific funtional area. The strategic process produces a permanent record of findings and decisions used for long term planning, organizational decision-making and as authoritative treaining resources.

Note: The SRM process shall not prclude employees or contractors from taking interim immediate action to eliminate or mitigate existing safety risk when and where it is recognized that urgent action is required.

Rocky Mountain Regional Supplement: All aviation operations in the Region are analyzed using risk management/assessment principles. The emphasis will be on organizing information required by aviation and line managers to make informed decisions. Information associated with the risk assessment process can be found at: http://www.fs.fed.us/fire/av_safety/index.html

Forest Supplement:

Project Aviation Safety Planning (PASP)
Accident prevention is paramount when planning individual aviation operations. Prior to commencing non-emergency operations involving the use of aircraft, the Regional Directors, Area Director, Forest Supervisors, and Station Directors shall develop and document a PASP that will be reviewed by the RAO (FSM 5711.05b).

Rocky Mountain Regional Supplement: PASP are a required element for the use of aviation resources outside of emergency operations.

PASP are critical to understanding project objectives, formalizing and mitigating risks, the acceptance there of, and documenting personnel associated with the management of the effort.

Attached are three PASP templates which are now the USFS R2 standard associated with:

1. Helitorch operations
2. Plastic Sphere Dispensing
3. All other non-emergency aviation operations

PASP templates can be found at: http://gacc.nifc.gov/rmcc/logistics/aviation/avforms.htm

The following link should be consulted when developing the risk assessment portion of any PASP: http://www.fs.fed.us/fire/av_safety/risk_management/index.html

Forest Supplement:

Forest Service Strategic Risk Assessment Close-Out Process

Once the Strategic Risk Assessment has been completed, and the Assistant Director, Aviation and Assistant Director, Risk Management will deliver the final product to the Director, Fire and Aviation Management. The Director will provide direction for the risk assessment report to be reviewed. The Strategic Risk Assessment Close-out Working Group (SRACOW) will establish a Subject Matter Expert (SME) group of no more than five SMEs. The SME group will be given direction, parameters and timelines to review the report; identify mitigations that are one time effort and those that are on-going; assess individual mitigation's effectiveness and implementation cost and to develop a Quality Assurance (QA) checklist for long-range monitoring. The SME group will provide the SRACOW with these products in the established timelines. The SRACOW will review and either accepts the SME products or a back and forth coordination will begin to develop acceptable products. Once the SRACOW agrees on an acceptable QA checklist, the SRACOW will provide the Assistant Director, Aviation and Assistant Director, Risk Management with documentation on the completion of the project. The Assistant Directors will deliver the final product to the Director of Fire and Aviation for Deputy Chief, State and Private Forestry signature. Strategic Risk Assessments should be closed out and formally completed no later than one year from the date of tasking to the SRACOW. A bulleted representation of the process is below:

- Aviation Strategic Risk Assessment completed and assigned to the SRACOW with the expectation of being formally closed out within one year. (Director FAM)
- Develop SME Group and provide clear direction of assigned tasks. (SRACOW)
    - Identify on-going and one time mitigations and assess their viability. (SME)
    - Develop QA Checklist. (SME)
    - Provide products back to SRACOW. (SME)
- Review, validate and either accept or return SME products. (SRACOW)
    - Pass Back Process if needed.
- Once acceptable products are developed, formally complete and close out the risk assessment through documentation to the Assistant Director, Aviation and the Assistant Director, Risk Management. (SRACOW)

Assurance

The safety assurance component involves processes for quality control, mishap investigation, and program reviews.

- Provide aviation safety oversight and review through active field presence and encourage a reporting culture between management and aviation.
- Monitor established standards and procedures and make corrections as needed.
- Monitor accident and incident trends, and implement appropriate prevention action.
- Report accidents and incidents with potential in accordance with the local emergency response plan.
- Conduct accident and incident investigations.
- Provide guidance, coordination, and monitoring of safety evaluations conducted by the Regional aviation staff and Forest/Unit Aviation Officers.
- Provide assistance in aviation activities to ensure best practices and procedures are understood.
- Promote and provide corrective action on SAFECOM reports, develop trend analysis and communicate lessons learned.
- Review aviation accident and incident reports and follow-up on action items.

QA techniques can be used to provide a structured process for achieving objectives. Forest Service efforts to date have concentrated on the development and implementation of comprehensive doctrine/policy revision, risk management processes, SMS promotion and training.

All effort should be made to focus corrective action as specifically as possible.

Forest Supplement:

Aviation Safety and Technical Assistance Team (ASTAT)
The Forest Service provides representation on ASTAT to support aviation resources and personnel operating in the field during periods of increased aviation operations. The team's purpose is to assist and review helicopter and/or fixed-wing operations on ongoing wildland fires. An ASTAT should not be used to conduct incident with potential/accident investigations. An ASTAT should be requested through the agency chain of command and operates under a delegation from the appropriate state/regional aviation manager or multi-agency coordinating group. Team composition should be interagency whenever possible. Formal written reports will be provided to the appropriate manager. Reports should include:

- Purpose and Objectives
- Listing and Method of Personnel Contacted
- Findings, Commendations, and Recommendations
- Follow up Actions

An ASTAT should consist of:
- Aviation Safety Manager
- Operations Specialist (helicopter and fixed-wing)
- Pilot Inspector
- Maintenance Inspector (optional)
- Avionics Inspector (optional)

When an ASTAT has been established and given an assignment the following protocols should be used:

- Prior to visiting any fixed-wing and/or helibase, the team must make positive contact with the receiving Forest, District Office, Supervisor, Line Manager, or Incident Commander to establish communication and schedule an in-briefing.
- When traveling throughout the area visiting incidents, it is the team's responsibility to report activities, relate issues, provide feedback, and generally coordinate with the individual the ASTAT has been directed to report to.

- Before leaving an Incident, Forest, or District, the team must provide an out briefing to the Air Ops and Air Support, Operations, and the local Line Manager as appropriate.

Forest Supplement:

Aviation Safety Communiqué - SAFECOM
SAFECOMs fulfills the Aviation Mishap Information System (AMIS) requirements for aviation mishap reporting for the Forest Service. The SAFECOM is to report any condition, observance, act, maintenance problem, or circumstance which has the potential to cause an aviation-related mishap (FSM 5720.46). The SAFECOM system is **not** intended for initiating punitive actions. Submitting a SAFECOM is **not** a substitute for "on-the-spot" correction(s) to a safety concern. It is a tool used to identify, document, track and correct safety related issues. This form is located on the SAFECOM web page, Interagency SAFECOM System. All personnel involved in aviation activities are encouraged to submit SAFECOMs when they feel such action is warranted.

Rocky Mountain Regional Supplement: The RASM reviews all submitted SAFECOM in the Region and coordinates corrective action and promotion with author, Forest Aviation Officer, Regional Aviation Officer, Regional Helicopter Operations Specialist, Regional Pilot, Maintenance Inspectors and the National Aviation Safety Manager as appropriate.

Forest Supplement:

Aircraft Accident Investigation Process

The National Transportation Safety Board (NTSB) is responsible for investigating all Forest Service aviation accidents. The Forest Service investigation team additionally conducts an investigation of Forest Service management and policy issues following the Accident Investigation Guide (Edition 2005) concurrent with the NTSB investigation. On completion of the accident investigation, the draft report will be reviewed by an Accident Review Board (ARB). The chairperson forwards the Final Investigation Report, the Draft Accident Prevention Action Plan, and transmittal letter to the Chief's office for approval.

Rocky Mountain Regional Supplement: For accidents and incidents please follow the matrix identified in this link: R2 Rocky Mt. Region 6700-2011-4 Accident Reporting and Investigation. Also, see Appendix 3 of this plan for information the Aircraft Accident Investigation Process.

Promotion

The organization must promote safety as a core value with practices that support a positive safety culture. Safety promotion can be accomplished through safety awards, education and communication.

- Training
- Communication
- Lessons Learned Website
- Reporting and Feedback
- Safety and Mishap Information
- Safety Awards

The desired positive Safety Culture is informed, flexible, learning, just and a reporting culture that captures the

operational knowledge and experience of the employees. The end result of this cultural shift is to achieve the status of a High Reliability Organization (HRO).

Human Factors

Human error is the single area, which if possible to eliminate or reduce, would provide the greatest benefit in accident prevention. Human behavior is so complex that it is unrealistic to think that human error can be eliminated. When fully implemented, SMS provides and promotes a positive Safety Culture which can reduce the impact of human error.

Aviation Safety Awards Program

Aviation Safety Awards are a positive part of the aviation program and are provided to all levels with the Forest Service organization. National awards are given following the guidelines in FSM 5725 for pilots and employees.

Rocky Mountain Regional Supplement: All aviation safety awards will be coordinated through the RASM.

Forest Supplement:

National Fire and Aviation Operations Alert System

RESERVED

Rocky Mountain Regional Fire and Aviation Operations Alert System

Risk Management Center

Region 2 has one safety and risk management program. The program is comprised of a team made up of three distinct specialty areas: Occupational Health and Safety, Aviation Safety and Fire Operations Risk Management. The goal of this document is to develop a clear understanding of the roles, relationships and responsibilities,lines of communication and authority that exist between the Fire Operations Risk Manager, Aviation Safety Manager, and Regional Occupational Health and Safety Manager.

Occupational Safety and Health Manager – Mark McFall
Fire Risk Manager – Shane Greer
Regional Aviation Safety Manager – J. Kent Hamilton

Forest Supplement:

APPENDIX

Appendix 1

Rocky Mountain Region SFAM DIRECTORY

Regional Fax: 303-275-5754
RMACC 24 hour contact: 303-445-4300
RMACC Fax: 303-445-4319

Title/Name	Office#	Cell #
Director, SFAM **March Boche**	303-275-5736	303-570-8971
Deputy Director, SFAM **Bill Ott**	303-275-5749	303-482-6580
Fire & Emergency Ops **Kelly Kane**	303-275-5791	720-236-2799
Assistant Fire & Emergency Ops **Scott Sugg**	303-275-5115	303-941-2779
Budget Analyst **Katherine Plym**	303-275-5245	303-763-0721
Fire Planning **Brian Bishof**	303-275-5758	720-201-4154
Fuel Prgm Mgr **Paul Langowski**	303-275-5307	720-272-6663
Rx Fire, Fuels Specialist **Brenda Wilmore**	970-328-8001	970-274-9178
Ground Safety & Training Specialist **Shane Greer**	303-275-5336	720-560-9705
IT Specialist **Flint Cheney**	303-236-0646	303-886-2179
IT Assistant **Doug Wagner**	303-275-5104	303-506-1317
Fire Business Mgmt **Denise Tomlin**	303-275-5316	303-378-0785
Admin Mgr **Cindy Finley**	303-275-5131	
Regional Aviation Officer **Sandra LaFarr**	303-275-5740	303-886-2124
Aviation Safety & Training Manager **Kent Hamilton**	303-275-5711	303-882-3740
Lead Pilot **Rick Gicla**	303-439-2308	303-501-6075
Pilot **VACANT**	303-439-0337	720-480-0493
Pilot **Gracie Moore**	303-439-0336	303-442-4219
Helicopter Operations Specialist **Jim Lawson**	303-439-2351	719-338-3918
Aviation Specialist **Tracy Elliott**	303-439-0375	303-910-7619

Aircraft Maintenance Inspector **Tim McClintock**	303-439-0339	303-241-5230
Forest Health Aviation Officer **Brian Howell**	303-236-8001	
RMACC Manager **Jim Fletcher**	303-445-4302	303-478-2410
Assist RMACC Mgr **Glenn Bartter**	303-445-4301	303-883-0080
RMACC Aircraft Desk **Debbie Bozarth**	303-445-4300	303-478-2643
Occupational Health and Safety **Mark McFall**	303-275-5197	303-619-5617

Current as of 04/13/2012

Appendix 2

Guidelines for Scheduling Administrative (Point-to-Point) Flight Services

When you have a need to set up an administrative flight (non mission), follow the steps and complete forms below:

1. Designate a Flight Manager* (see Flight Manager requirements on following page)

2. The Flight Manager completes the **Aircraft Service Request form**. The form provides the necessary information for the aircraft coordinator to schedule the flight. **Any questions, call the Aircraft Desk at the Rocky Mountain Area Coordination Center (RMACC), 303-445-4300 (office hours 0730 – 1630), or e-mail: cormc@dms.wcg.gov.**

3. Flight Manager Faxes (or emails) the Flight Request form to: **303-445-4319, Attn: Aircraft Desk**, cc: an electronic copy to the Regional Aviation Safety Manager (RASM) or Regional Aviation Officer (RAO), in Subject line of message type: **Flight Request, Month/Day**. In body of message type, Attn: Aircraft Desk (Flight Coordinator).

4. If passengers include Senior Federal Official(s), Flight Manager completes the **Senior Federal Travel Form GSA Form 3641**. **Fax a copy to: 303-445-4319, Attn: Aircraft Desk. Additionally the form 5700-XX (draft attached and will replace 5700-10) must be emailed to OGC in the WO for approval with a CC to WO FAM, AD for Aviation. Call 202-720-2527 for current OGC email. SES below the Regional forester level (non government passeners) may be approved by Regional OGC.**
   *Examples of Senior Federal Officials include: Chief, Deputy Chiefs, Associate Deputy Chiefs, Washington Office Staff Directors, Regional Forester, family members of listed or **ANY** non-Federal persons. Document members of Congress as a non-Federal person. (**Note:** Non government passengers traveling on a one day trip does not require a Flight Use Justification form (5700-10) but does require a Day Trip Authorization (FS-5700-12) be completed.*

5. Flight Manager Completes the **Cost Comparison Travel Worksheet (CCTW), FS-5700-11.** The Flight Manager will compare the charter estimate (information on the flight services request form) with commercial airline fare (information on the CCTW) to determine most cost effective travel.

6. If the charter is more expensive than the commercial airline fare, Flight Manager and the authorizing personnel (RF, Director, Team Leader) will be asked to make a decision regarding taking the more expensive charter.
   - If the commercial airline schedule creates unreasonable delays in your trip (additional overnights, inability to attend other scheduled appointments), you can still utilize the more expensive charter.
   - Fill out the attached **Flight Use Justification form, FS-5700-10** and **check the box for paragraph b**, including a brief explanation, and turn that in to the RMACC aircraft desk. ***This form must be signed by a person authorized to expend funds.***

Charter Forms Check List:

___ **Aircraft Flight Request form**
___ **Senior Federal Travel Form GSA Form 3641** (If needed)
___ **Cost Comparison Travel Worksheet (CCTW), FS-5700-11**
___ **Flight Use Justification form, 5700-10** (If needed)
___ **Day Trip Authorization form 5700-12**

The Aircraft Coordinator will ensure the Pilot in Command (PIC), and aircraft, are approved for ROCKY MOUNTAIN REGION use. **It is the responsibility of the Flight Manager to visually verify carding before boarding the aircraft.** Once the charter flight is confirmed, the scheduler will send a copy of a completed Aircraft Flight/Schedule Plan to the Flight Manager. The flight plan contains the following charter information: Make/Model of aircraft, Pilot, aircraft tail number, charter office phone number, management code for payment, names of passengers, and flight itinerary (dates, times of departure/arrivals, airports).

As indicated on the flight plan, the Flight Manager must contact the appropriate dispatch office prior to takeoff and upon arrival at destination. If you need to cancel your trip: Immediately notify RMACC 303-445-4300. The vender may apply a cancellation fee cancellation is last minute and not weather related.

***Each charter flight must have one person identified as "Flight Manager." The Flight Manager must have received training prior to the flight. Online training is offered at: https://www.iat.gov/ Contact the Regional Aviation Safety Officer (303-275-5711) for assistance.**

Flight Manager Training Requirements

The Flight Manager is responsible for the operational mission of the aircraft and will work jointly with the pilot-in-command (PIC) to ensure safe, efficient flight management. Flight Managers are assigned for all FS flights to provide management oversight. This position does not include special-use operations.

A101 (3) Aviation Safety (all aircraft)
A105 (3) Aviation Life Support Equipment
A106 (3) Aviation Mishap Reporting
A108 (3) Preflight Checklist and Briefing/Debriefing
A110 (3) Aviation Transportation of Hazardous Materials (if involved with shipment)
A111 (3) Flight Payment Document
A112 (3) Mission Planning and Flight Request Process
A113 (3) Crash Survival
A116 General Awareness Security Training
A200 (1) Mishap Review

Flight Manager - Special Use (non point to point) requires the additional following classes:

A115 Automated Flight Following
A204 Aircraft Capabilities and Limitations
A205 Risk Management I
A218 Aircraft Pre-Use Inspection
A302 Personal Responsibility and Liability
A303 Human Factors in Aviation
A310 Overview of Crew Resource Management

Additional requirements for Flight Manager when specified by individual FS policy:

A104 Overview of Aircraft Capabilities and Limitations
A107 Aviation Policy and regulations I
A115 Automated Flight Following
A204 Aircraft Capabilities and Limitations
A205 Risk Management I

Additional requirements for Flight Manager – Special Use when specified by individual FS policy:

A104 Overview of Aircraft Capabilities and Limitations
A107 Aviation Policy and regulations I
A109 Aviation Radio Use
A203 Basic Airspace
A206 Aviation Acquisition and Procurement
A301 Implementing Aviation safety and Accident Prevention
A305 Risk Management II
A307 Aviation Policy and Regulations II
A312 Water Ditching and Survival
A403 Human Factors for Aviation Managers

(3) = course taken every 3 year
(1) = course taken on an annual basis

Flight Manager Duties

1. The Flight Manager is responsible for the operational mission of the aircraft and will work jointly with the PIC to ensure safe, efficient flight management. Flight Managers are assigned on all FS flights to provide management oversight.

2. The Flight Manager is the sole point of contact for the aircraft coordinator in the organization of a flight.

3. The Flight Manager is responsible for the passengers of the flight, ensure they show up on time, and comply with Forest Service policies regarding aircraft use.

4. Check pilot card and aircraft data card for currency and qualifications.

5. The Flight Manager is the liaison between the passengers and flight crew.

6. To explain to all personnel at the beginning of travel, transportation arrangements, type equipment, route of travel, stopping points, ETA, etc.

7. To ensure proper flight following procedures are met. **During office hours (0800 – 1630)**, **the Rocky Mountain Area Coordination Center (RMACC) Aircraft Desk phone number is 303-445-4300**.

8. To call RMACC when delays of more than 30 minutes occur, unexpected stops or any deviation from the flight plan to give information as to why and how long the delay will be.

9. Have all personnel assembled and ready to board at scheduled time. Verify with pilot a load calculation has been completed.

10. Provide for safety and welfare of each person in party.

11. Flight Manager has responsibility for ensuring that all passengers arrive at their destination.

12. Flight Manager will be responsible for signing the **Daily Flight Report Invoices (Form 6500-122)** for all flights. Make sure that the flight rate and all additional charges (overnight costs, landing fees, etc.) are recorded on the 122 before signing. If the charter flight is scheduled for more than 1 day, an invoice (Form 6500-122) must be filled out for each day. ***Take the pink copy(ies) for the RO aviation files (see below item 13).***

13. The Flight Manager is responsible upon completion of flight service to ensure all forms (Daily Flight Report Invoice (Form 6500-122, pink copy), Aircraft Services Request, Cost Comparison Travel Worksheet and Flight Request/Justification for Administrative Use of Aircraft) are completed and submitted to RO Aviation & Fire Management.

AIRCRAFT SERVICES REQUEST

All columns must be filled in prior to submission

Date of Request:_____ Submitted by:_____ Contact phone:_____

Passenger Name **(*Flight Manager)**	**Weight**	**Baggage Wt.**	**Grade Level**	Management Code	Contact phone number **(Cell phone/home phone)**

Name of Senior Federal Officials (SES or above):

_____

Include copy of completed **GSA Form 3641 - Senior Federal Travel Form with this Aircraft Services Request. Fax completed form to: 303-445-4319 (attn: aircraft desk)**

Purpose of Flight:_____

FLIGHT ITINERARY **Date of proposed flight:_____**

Departure Airport **with number of PAX**	**Date and Time of Departure**	**Destination Airport**	**Drop off/Pick up number of PAX**

Fax a copy of this request to RMACC Aircraft Desk at (303) 445-4319, phone notification (303) 445-4300.

Upon completion of the charter flight, ATTACH THIS COMPLETED DOCUMENT TO THE RO COPY OF THE FLIGHT USE REPORT FS-122 (pink copy) and turn into Rocky Mountain Region RO Aviation Staff.

USDA Forest Service FS-5700-11 (09/93)

COST COMPARISON TRAVEL WORKSHEET

FSM 5710; FSH 5709.11, Ch. 10)

ITEMS TO BE COMPARED: GOVERNMENT OPERATED AIRCRAFT, AIRLINE, COMMERCIAL AIRCRAFT UNDER CONTRACT AND ANY OTHERS.

STEP 1: ANALYZE TRAVEL NEED

Consider number of travelers, weight and nature of baggage or cargo, and all known constraints. Typical constraints could be time away from home station, working time needed at destination(s), specific dollar limits, and vulnerability to weather delays. Do not include a method of transport that is obviously unsuitable. Normally, the decision to travel by air will have been made before using this form, but columns for other means are provided for use when appropriate. Summarize analysis: (example) Government-operated and charter aircraft both capable of performing requested service. Airline service did not meet time constraints for conference, nor did any form of ground transport.

STEP 2: COST COMPARISON

	Common Carrier (Airline)	Common Carrier (Rail)	Government Owned Aircraft	Commercial Aircraft (Contract)	Other	Other
1. Fares/Flight costs						
2. Per diem/ overnight charges						
3. Lost worktime						
4. Local transportation						
5. Overtime/ standby						
6. Other						
7. Total cost						

Name of Preparer Unit

USDA Forest Service FS-5700-10 (9/93)

FLIGHT REQUEST/JUSTIFICATION FOR ADMINISTRATIVE USE OF AIRCRAFT
(FSM 5710; FSH 5709.11, Ch. 10)

User *(Agency/Unit)*:	Date(s) Of Use:
Purpose Of Trip:	
Service Requested:	

Planned travel requires the use of air transportation, and Forest Service-operated or charter aircraft will be used because *(check a, b, or c. If c is checked, attach a cost comparison)* :

☐ (a) The aircraft is scheduled to perform a bona fide mission, training, or proficiency activity compatible with secondary use of the flight for transportation, and the minimum mission, training, or proficiency requirements have not been exceeded.

☐ (b) No airline service is reasonable to effectively fulfill the transportation requirement, that is within the same calendar day as required.

Explanation:

☐ (c) The actual cost[1] of using this aircraft is not more than other suitable and available air transportation. *(Use FS-5700-11, Cost Comparison Travel Worksheet.)*

Signature	Title

[1] This cost should be the total cost to the Government; calculations should include per diem, overtime, and lost work time as well as actual transportation costs.

National and Regional Report of Annual Administrative Flight Use (For Forest Service internal use only)	
Instructions for Use: In accordance with the 2012 USDA Forest Service Guide for Administrative Use of Agency Aircraft this form should be completed and submitted to the Washington Office, Fire and Aviation Management on a yearly basis. Submit report for previous year by October 30.	
Administrative Flight Use Report for FY Click to enter FY	Region/ Area Click to select Region
Name of Preparer Click here to enter name	Contact number/email Click here to enter contact information
Traveler Information	
Number of Senior Executive Branch travelers Choose a number	Number of Senior Federal Official travelers Choose a number
Number of federal employees Choose a number	Number of non-federal travelers Choose a number
Number of volunteers Choose a number	Number of members of Congress Choose a number
Number of family members Choose a number	
Flight Information and Totals	
Please provide brief narrative of types of aircraft used. (Examples; Fixed wing, rotor wing, WCF, contract, or charter.) Click here to enter text	
Total number of flights Choose a number	Total number of flight hours Choose a number
Total Number of all travelers Choose a number	Total cost of all flights Click here to enter cost

Definitions:

a. Non-Federal Persons: (Also referred to as non-government persons.) Anyone who is not employed by some branch of the Federal Government; for example: State or local government personnel, private sector cooperators, contractors or their employees, family members of government employees, and media representatives. Members of Congress are designated as non-federal persons but for the purpose of this form report separately (FSH 6509.33, 41 CFR 301-1.3, FSM 5710.5, FSM 5711.3).

b. Senior Executive Branch Official: A Senior Federal Official appointed by the President with the advice and consent of the Senate or a civilian employee of the Executive Office of the President (EOP). Examples include the Secretary of Agriculture, Assistant/Under Secretaries, or the White House Chief of Staff (FSM 5710.5).

a. Senior Federal Official: (See Office of Management and Budget (OMB) Circular A-126 for a complete definition.) Members of the Senior Executive Service in the Forest Service or other agencies. Common examples in the Forest Service include the Chief, Deputy Chiefs, Associate Deputy Chiefs, Washington Office Staff Directors, and Regional Foresters (FSM 5710.5).

FS-5700-12 (9/93)
DAY TRIP AUTHORIZATION
(FSM 5710: FSH 5709.11, Ch. 10)

Date:_____

Make/Model of Aircraft:_____ Registration No: _____

Operator:_____

Purpose of trip:
Route of flight:

Passenger Name	Affiliation

Forest Service sponsoring unit:

I certify that the person(s) listed above has an official purpose for being on this flight and any associated surface transport. I recognize that the Government may incur increased liability exposure under the Federal Tort Claims Act, 28 U.S.C. 2671-2680, and that ownership of the conveyance(s) in question does not alter the Government's liability (Comptroller General Decision B-231814, January 19, 1989). I have determined that the benefits justify the operation.

_____
Signature and title of sponsoring unit representative (FSM 5716.4)

Appendix 3

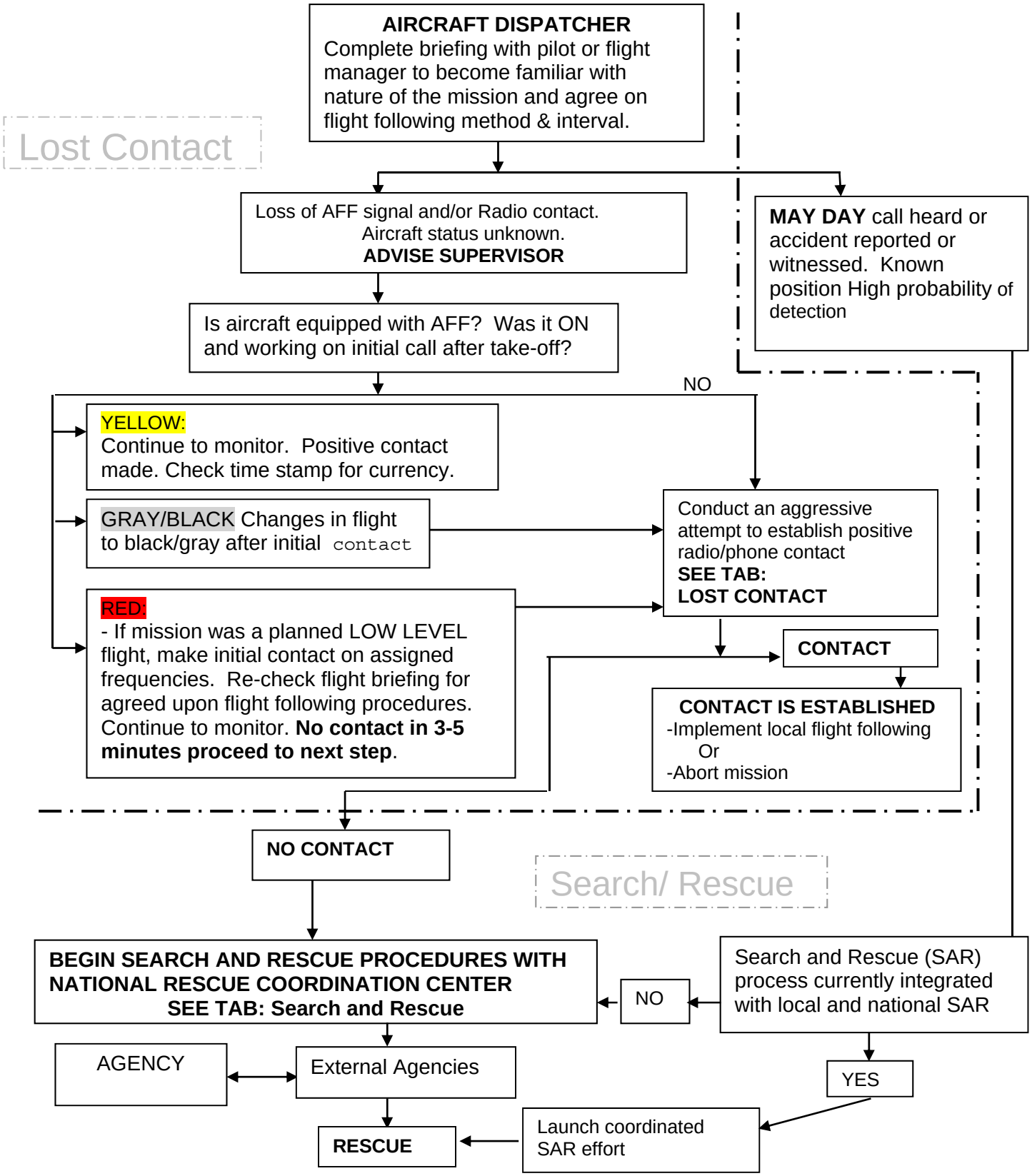
INTERAGENCY AVIATION MISHAP RESPONSE TEMPLATE

January 2011

Rocky Mountain Region
Regional Office

INDEX

AIRCRAFT LOST CONTACT AND SEARCH AND RESCUE FLOWCHART



LOST CONTACT CHECKLIST

Initial

____ ☐ Attempt contact on all available frequencies
- See **TAB 1** for frequencies

____ ☐ Contact all available phone numbers
- See **TAB 1** for phone numbers

____ ☐ Continue to monitor AFF

____ ☐ Plot last known position of aircraft.

____ ☐ Print out AFF last known position if available

____ ☐ Supervisor: Contact local Aviation Manager/ Fire Management Officer

____ ☐ Fill out Aircraft Information Sheet
- Sheet located in this section

____ ☐ **Document** using dispatch center standard protocol, all contacts and actions .

____ ☐ Delegate duties as needed

If unsuccessful, continue to pursue Lost Contact checks and move to Search and Rescue

All participants sign and date sheet

Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____

Tab # 1 Radio/Phone Search
LOST CONTACT

Radio:
All available local frequencies: (Check flight plan)

_____
_____
_____
_____
_____
_____
_____
_____

Air Guard: _____

National flight following: _____

Other Radio Contacts:

- Aircraft in area attempt to make verbal contact with aircraft.
- **Aircraft in area check 121.50 for ELT signal- If YES Proceed to Search**
- Ground units in area: Attempt to contact aircraft.

Phone calls:
Local Base Managers: _____
(Airtanker, Helicopter, and
Single Engine Airtanker bases)

Flight Manager Check flight plan or preflight briefing_____

Originating Dispatch See flight plan or preflight briefing_____

Pilot/PAX cell phone See flight plan or preflight briefing_____

Vendor See flight plan or preflight briefing

Air Route Traffic Control Center _____

Other (i.e. Local Airport FBOs)_____

Notes:

Instruct all to contact dispatch if they reach the A/C by radio/phone or acquire information on status of A/C

Document all contacts

LOST CONTACT
TAB #1 Documentation

Date/Time	

Aircraft Information Sheet

Fill out as much as possible obtain the following information on the aircraft:	
CAUTION: Do not announce over the radio the names of individuals involved in missing aircraft.	
1.	Name of pilot(s):
2.	Name of passenger(s) and agency affiliation. How many?
3.	Aircraft registration number ``N'' -
4.	Type of aircraft -
5.	Color of aircraft -
6.	Type of mission -
7.	Last known location: time, latitude, and longitude.
8.	Point of takeoff and time.
9.	Destination and ETA.
10.	Was flight plan filed with FAA and/or Agency?
11.	Fuel duration in hours and minutes as reported on initial contact?
12.	Last reported Course heading and speed.

SEARCH AND RESCUE CHECKLIST

Initial

____ □ EVENT MAIN POINT OF CONTACT ESTABLISHED

____ □ Continue with radio/phone search move forward with Search and Rescue

____ □ Aircraft information sheet

____ □ **SAR** section of **MISHAP RESPONSE COMMUNICATION TREE** is initiated

- Primary calls to initiate SAR
    - **LOCATION KNOWN: 911/EMS**
    - **LOCATION UNKNOWN**: **Rescue Coordination Center**
        - **See TAB #2 SAR For Information**

____ □ Continue with SAR portion of **MISHAP RESPONSE COMMUNICATION TREE**

____ □ Communication is maintained with Event Point of Contact.

____ □ If applicable, ensure that the vendor is contacted

DATE	TIME	To / From	**Documentation**

Delegate tasks if needed

All participants sign and date sheet

Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____

TAB # 2
SEARCH AND RESCUE

Ensure that Mishap Response Communications Tree for SAR is being implemented

- **Location of aircraft is known: Use local 911/EMS agencies**
  - Ensure the most accurate number of souls involved is relayed
  - Request Air Ambulance if needed

- **Location of aircraft is unknown: Contact Rescue Coordination Center (RCC)**
  - Event point of contact calls the RCC. The RCC will initiate the search with the FAA and other appropriate agencies

Air Force Rescue Coordination Center - 48 contiguous states

Tyndall AFB, FL.	850-283-5955
Toll-free	800-851-3051

Air Command Rescue Coordination Center - Alaska

Fort Richardson, AK.	907-428-7230
Outside Anchorage	800-420-7230

Joint Rescue Coordination Center - Hawaii

Honolulu JRCC	808-535-3333

Coast Guard Rescue Coordination Centers:

Alameda,CA	510-437-3701	Miami, Fl.	305-415-6800
Boston, MA.	617-223-8555	New Orleans, LA.	504-589-6225
Cleveland, OH.	216-902-6117	Portsmouth, VA.	757-398-6390
Honolulu, HI.	808-535-3333	Seattle, WA.	206-220-7001
Juneau, AK.	907-463-2000	San Juan, PR.	787-289-2042

Information for Rescue Coordination Center (RCC):

- Inform the RCC an aircraft has not checked in, location is unknown
- Give information from the Aircraft information sheet (or FAX sheet)
- Ensure a contact name and call back phone number is given to the RCC.

All participants sign and date sheet

Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____
Signature_____ Date_____

SEARCH AND RESCUE
TAB #2 Documentation

Date/Time	

Accident Site Information

(specific information the 1-888-4mishap operator will ask)

For 1-888-464-7427 (Sequence of questions)
Name
Telephone
Job Title
Operational Control
N# , make and model
Date, time of incident
Location: Lat/Long
Descriptive Location
Total people involved: #injured, #fatal
Description of the accident including known damage

Unit/Agency:

Number of souls involved:

Radio frequency to contact unit/agency:

VHF - AM_____VHF-FM_____

Location of mishap:

Latitude_____Longitude_____

Township_____Range_____Section_____

VOR_____ Distance_____ Bearing_____

Site Contact:

Special information, flight hazards, other aircraft, etc.

Landing site(s) and conditions

Conditions at the mishap site:

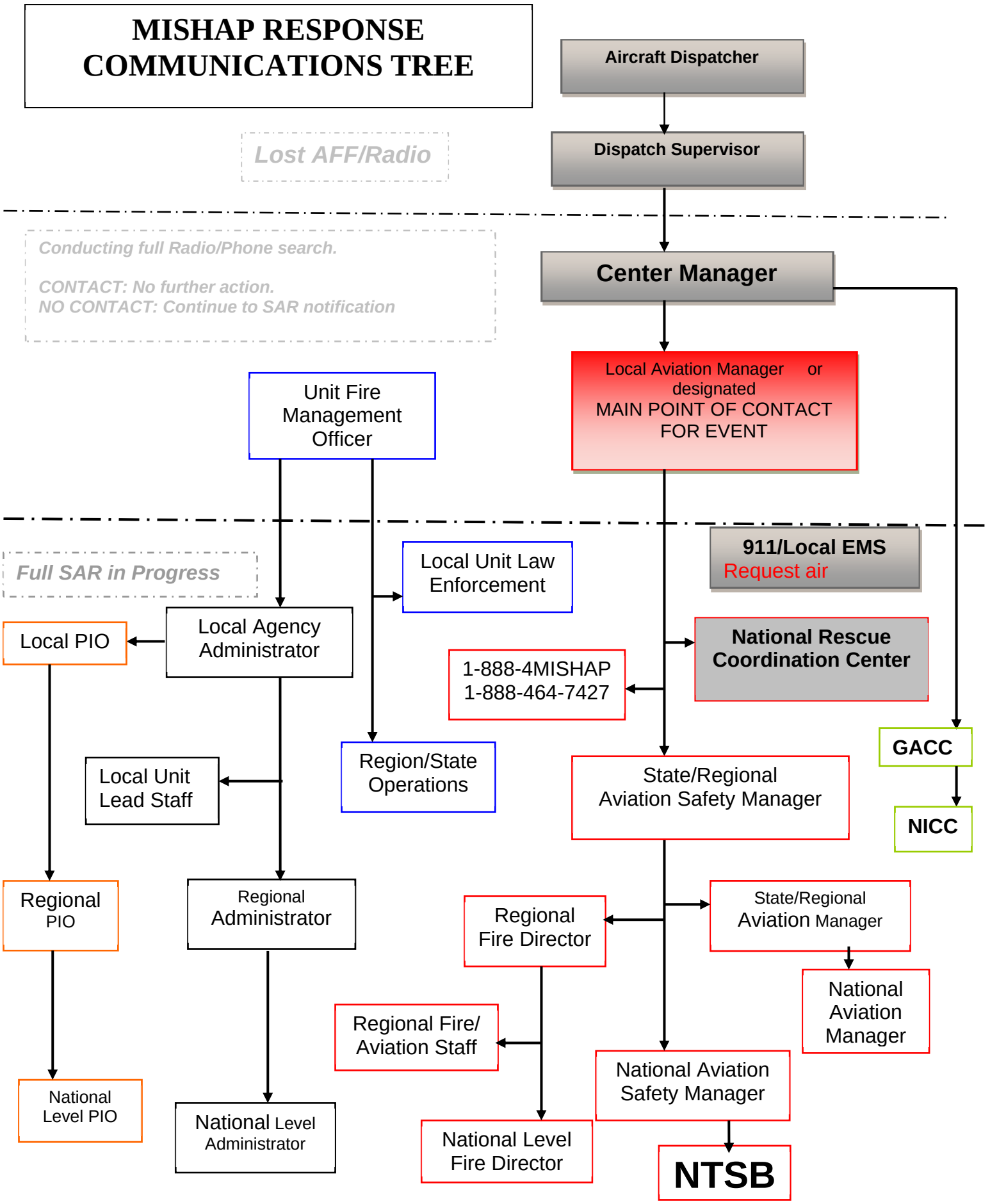
Wind direction and Speed_____/_____,

Ceiling and visibility_____/_____,

Temperature Degrees (F. or C.) _____, Elevation_____,
Sunrise_____, Sunset_____,

Description of Terrain_____

Other significant information:


MISHAP RESPONSE COMMUNICATIONS TREE
Aircraft Dispatcher
Lost AFF/Radio
Dispatch Supervisor
Conducting full Radio/Phone search.
CONTACT: No further action.
NO CONTACT: Continue to SAR notification
Center Manager
Local Aviation Manager or designated
MAIN POINT OF CONTACT FOR EVENT
Unit Fire Management Officer
911/Local EMS
Request air
Full SAR in Progress
Local Unit Law Enforcement
Local PIO
Local Agency Administrator
National Rescue Coordination Center
1-888-4MISHAP
1-888-464-7427
GACC
Local Unit Lead Staff
Region/State Operations
State/Regional Aviation Safety Manager
NICC
Regional PIO
Regional Administrator
Regional Fire Director
State/Regional Aviation Manager
National Aviation Manager
Regional Fire/ Aviation Staff
National Aviation Safety Manager
National Level PIO
National Level Administrator
National Level Fire Director
NTSB

DISPATCH PHONE CONTACTS		
POSITION	**NAME**	**PHONE NUMBER**
Dispatch Center Manager		
Local Aviation Manager		
Local Rescue Response/ 911		
Geographic Coordination Center	**Jim Fletcher**	**303-445-4302**
		303-445-4319 (C)
Assistant Manager	**Glenn Bartter**	**303-445-4301**
		303-883-0080 (C)

LOCAL AVIATION MANAGER OR MAIN POINT OF CONTACT FOR EVENT		
Unit Fire Management Officer		
National Rescue Coordination Center		
Aircraft Accident Reporting Hotline	**1-888-4MISHAP**	**1-888-464-7427**
State/Regional Aviation Safety Manager		
	Kent Hamilton - FS	**303-275-5711**
		303-882-3740 (C)

LOCAL UNIT CONTACTS Contacts made by Unit Fire Management and Local Agency Administrator		
POSITION	**NAME**	**PHONE NUMBER**
Unit Law Enforcement	Laura Mark	303-275-5253
		303-242-1097 (C)
Local Agency Administrator		
Local Public Information Officer (PIO)	Steve Segin	303-275-5346
		303-681-1773 (c)
Local Unit Staff Leads		

STATE/REGIONAL LEVEL CONTACTS Contacts made by assigned Local level contacts		
State/Regional Aviation Managers	Sandra LaFarr -FS	303-275-5740 (O)
		303-886-2124 (C)
	Steve Sorenson - NPS	303-969-2449 (O)
		720-635-1946 (C)
	Jason Baldwin - BLM	307-775-6237(O)
	jbaldwin@blm.gov	307-630-0070(C)
Regional Aviation Safety Manager	Kent Hamilton - FS	303-275-5711 (O)
		303-882-3740 (C)
State/Regional Fire Director	Mark Boche - FS	303-275-5736 (O)
		303-570-8971 (C)
	Ken Kerr - BLM	303-239-3693 (O)
		303-957-8802 (C)
	Mike Davin - NPS	303-969-2951(O)
		303-594-1395 (C)
State/ Regional Agency Administrator	Brian Ferebee - FS	303-275-5452 (O)
		720-440-1336 (C)
State/ Regional Public Info Officer PIO	Steve Segin	303-275-5346 RO
		303-445-4322 RMACC
State/Regional Fire/Aviation Staff	Kelly Kane - FS	303-275-5791(O)
		720-236-2799 (C)
	Cliff Hutton - BLM	303-239-3687 (O)
		720-587-9544 (C)

NATIONAL LEVEL CONTACTS

Contact to be made by Regional Level contacts

POSITION	NAME	PHONE NUMBER
National Aviation Safety Manager	Ron Hanks - FS	208-387-5607 (O) 208-850-5357 (C)
	Kirk Rothwell - BLM	208-387-5879 (O) 208-???-???? (C)
National Aviation Manager	Art Hinamin- FS	202-205-1505 (O)
	John Gould - BLM	208-387-5448 (O) 208-258-0130 (C)
	Jon Rollens - NPS	208-387-5200 (C)
	jon_rollens@nps.gov	
National Fire Director	Tom Harbor - FS	202-205-1483 (O) 202-302-2756 (C)
National Level Administrator		
National Level Public Information Officer (PIO)		
NTSB **National Transportation Safety Board** Contact made by National Aviation Safety Manager in the event of an accident		

Fire Management Officer/Unit Aviation Manager
Or Designated Main Point of contact for event

PROCEDURES CHECKLIST

LOST CONTACT: Aggressively trying to make contact

_____ □ Maintain contact with the Dispatch Center Manager
_____ □ Document all actions and conversations
_____ □ Obtain copy of Aircraft information sheet
_____ □ Maintain contact with dispatch supervisor or center manager

CONTACT MADE

- Document events and outcome.
- If requested by dispatch, help determine if mission should continue or aborted

NO CONTACT

- Transition to Search and Rescue procedures

SEARCH AND RESCUE:

_____ □ Put the **Mishap Response Communications Tree** into action
_____ □ **LOCATION KNOWN:** Confirm that local 911/EMS has been contacted
_____ □ **LOCATION UNKNOWN**: Contact appropriate Rescue Coordination Center
_____ □ Ensure that 1-888-MISHAP has been called
_____ □ State/Regional Aviation Safety Manager has been contacted

Local Unit Coordination in conjunction with the Rescue Coordination Center (RCC) Efforts

- After initial coordination request, and if an agency aircraft is available, request an RCC assigned search number, search radio frequency, and approval to conduct a route search or a grid search. If Agency Aircraft are not available request an aerial search by the responsible SAR agency

- Continue coordination in-house and with other SAR agencies

Document all actions and conversations

Media Relations

The following information and guidelines will assist you in responding to media inquiries regarding a mishap, accident or incident.

- Many media outlets have radio scanners and may call at the first mention of an accident or incident. Also, in today's digital age and media environment, with people having access to cell phones, iPods, and other digital capabilities, virtually anyone can be an instant reporter. Staff at dispatch and coordination centers and home units must be prepared to respond immediately and before an NTSB investigation team is set up and prepared to respond.

- It's important to be responsive to the media, but it's critical that you do not release any detailed information, particularly in the early stages of an accident or incident.

  - You can acknowledge that you have an initial report, but explain there are no other details available.
  - It's especially important that you not release any information about names of individuals known or presumed to have been on board the aircraft.
  - Similarly, it's important to not release preliminary information about aircraft type, location, or specific mission, as many family members could be affected without confirmation.
  - Never say "no comment," in response to a question as that indicates you are hiding something or otherwise purposely keeping information from them. Instead, politely explain that you don't have the necessary information to respond further.

- Responding to media calls can be an unsettling experience for many, but realize that reporters are people, too, and only doing their job, just as you are. Treat them with respect – remember, they can be a great ally or your worst enemy – and be polite and responsive but don't speculate or provide detailed information. Leave any responses beyond explaining that you don't have the necessary information to professional information officers.

- Every dispatch office or coordination center should maintain a current list of public affairs or information officers to contact in the event of an emergency. This contact should be made as early in the process as possible to relieve dispatch or coordination center personnel of dealing directly with media calls so they can focus on needs associated with the incident or accident.

- Once an information or public affairs officer has been notified, calls can simply be referred to him or her. This person also should be in contact with the NTSB investigator or information officer and can handle media inquiries as requested by the investigation team.

- Once an NTSB investigation team is in place, and if the local information officer is not available, obtain the name and phone number of the lead investigator or the team's incident information officer, contact them and ask how they would like media calls to be directed.

- **Remember, the sooner a public information officer or public affairs officer is contacted, the sooner media calls can be diverted from the work of the dispatch or coordination center.**

Accident Site Preservation

Establish Inner and Outer Perimeter

- Protect property utilizing law enforcement agencies to guard site access.
- Prevent the disturbance of wreckage and debris except to preserve life, rescue the injured, or protect the wreckage from further damage
- Protect and preserve ground scars and marks made by the aircraft
- Admit Public Safety personnel access to the wreckage to the extent necessary to preserve life, and/or stabilize HAZMAT
- Maintain a record of personnel who enter the accident site

BIOHAZARD/HAZMAT

- Potentially dangerous materials that might be present may include but are not limited to: Chemicals-Explosives-Biological-Radioactive materials, fuel, pressure vessels, compressed air, hydraulics, batteries, accumulators, igniters, oxygen systems, oxygen bottles, fire extinguishers, evacuation chutes, flares, composite materials, ballistic parachute systems, tires

Wreckage Documentation (if possible)

Use best judgment to obtain these goals

- Obtain aircraft registration number (N number)
- Obtain number of casualties
- Photograph or video the overall wreckage including cockpit starting at the initial point of impact if possible
- Photograph or video any ground scars or marks made by the aircraft

Injured/Fatalities

- Coordinate with the NTSB prior to the removal of fatalities. If unable, document that part of the scene to be disturbed, including switch/control positions, and instrument/gauge readings

Prior to Investigation Team Arrival on Scene, Restrict Access only to Authorized Personnel

- Land Management Agency personnel
- FAA
- Police/Fire/EMS
- Medical Examiner/Coroner

Witness Documentation

- Obtain name / address / phone numbers (home & work)
- Obtain their location relative to the accident site
- Obtain description of what they observed or heard
- Obtain name of person reporting accident (911 Tapes)

Accident Site Information

1. Unit/Agency:

2. Number of souls involved:

3. Radio frequency to contact unit/agency:

   VHF - AM_____VHF-FM_____

4. Location of mishap:

   Latitude_____Longitude_____

   Township_____Range_____Section_____

   VOR_____ Distance_____ Bearing_____

5. Site Contact:

6. Special information, flight hazards, other aircraft, etc.

7. Landing site(s) and conditions

8. Conditions at the mishap site:

   Wind direction and Speed_____/_____,

   Ceiling and visibility_____/_____,

   Temperature Degrees (F. or C.) _____, Elevation_____,
   Sunrise_____, Sunset_____,

   Description of Terrain_____

Other significant information:

Tip for Dispatch: Preparing For an Agency Investigation Team

Please see agency handbooks for additional requirements.

- Statements from the witnesses and personnel remotely (distance) involved (i.e. dispatchers, communications unit trailer, ATGS, HLCO, other pilots, etc.). Their statements are very important too when it comes to what they heard or saw

- Weather at the time of accident, what was the weather at the time of the event? Temperature, wind direction, approximate visibility, sunny, cloudy, what was predicted?

- Local Unit designate a point of contact for the incoming team (example: Line Officer/Duty Officer)

- If involved on a fire incident, assign a point of contact from the IMT/ICT.

- Radio/dispatch logs and tapes

- Secure the fuel truck that the aircraft was last fueled from (If from a Airport's FBO, inform the airport manager in case he needs to alert other aircraft/operators that had been fueled from the same fueling vehicle)

Please have witnesses and personnel involved with the incident stay in the local area in case the Agency investigators or the NTSB needs to ask for some additional information

DEFINITIONS

A/C	Aircraft
AFB	Air Force Base
AFF	Automated Flight Following
ATGS	Air Attack Group Supervisor
C.	Celsius
ELT	Emergency Locator Transmitter
ETA	Estimated Time of Arrival
EMS	Emergency Medical Service
F.	Fahrenheit
FAA	Federal Aviation Administration
FBO	Fixed Base Operations
GACC	Geographic Coordination Center
HLCO	Helicopter Coordinator
ICT	incident Command Team
IMT	Incident Management Team
NICC	National Interagency Coordination Center
NTSB	National Transportation Safety Board
PAX	Passengers
PIO	Public Information Officer
RCC	Rescue Coordination Center
SAR	Search and Rescue
SEAT	Single Engine Airtanker
VOR	Very High Frequency Omni-directional Radio Range

Appendix 4

On-Site Fatality Protocol

PURPOSE: The intent of this guide is to list the steps that must be taken in response to fatalities, to list the people with whom coordination must be maintained, where information is found, and responsibilities for the modified Incident Management Team members.

RESPONSIBILITY: Until delegated, responsibility for response lies with the unit where the event took place.

1. DO NOT MOVE THE DECEASED. PROTECT THE REMAINS FROM PUBLIC VIEW.
2. Notify the State Police, who will notify the Coroner's Staff.
3. Protect the site for investigation.
4. DO NOT USE THE NAMES OF THOSE INVOLVED ON THE RADIO.

CONTINUING FIRST PRIORITY: The first priority in response to a fatality is the swift delivery of accurate information to home units/families before news media spread information.

ORGANIZATION:

1. Establish a modified Incident Management Team for the fatality situation, with formal delegation of authority to the RF. Minimum positions are: Incident Commander, Finance Section Chief (with Procurement Unit Leader and Compensation for Injury Unit Leader) Logistics Section Chief, and Incident Information Officer. Other positions will be filled as needed by the IC, depending on the situation. DOCUMENTATION IS CRITICAL. Incident Information Officer can coordinate/facilitate communication with home units and family liaisons.

2. Consider establishing unified command with State Police, the jurisdictional agency, and possibly the Coroner's Office.

NOTIFICATION ABOUT INCIDENT:

1. Notify Regional Safety and Health Officer, who will coordinate further distribution of information.

2. Notify Special Agent in Charge, who will coordinate with the Director Fire and Aviation Management and/or the Regional Safety and Health Officer and notify the Director, LEI as appropriate.

3. Establish a process to make sure coordination is achieved and information is managed.

4. Notify director of Personnel for coordination of family assistance.

FATALITIES:

1. Identification (Dead, Missing, Injured, Survivors):

   - Work with local jurisdiction on identification procedures and needs to facilitate that process. This may require additional data for forensic identification. If necessary, transport the data by courier.

3. Notification:

   - Coordinate notification procedures with local jurisdiction and affected home units.
   - The home unit may identify liaison personnel to coordinate all communication to and with the families.

3. Transportation:

- Coordination Team works with incident mortuary for transportation (Agency, Commercial, Contract).
- Government pays (through OWCP) preparation, transportation and delivery to the receiving mortuary.
- Check with OWCP specialist (assigned once claim is filed into SHIPS program) for coverage of funeral expenses.
- Identify one escort for transportation and delivery of the remains.
- Coordinate with Home Unit for delivery of remains.
- RESOURCES -- Finance Section Chief, Procurement Unit Leader, Compensation or Injury Specialist, OWCP SPECIALIST (assigned once claim is filed), Albuquerque Service Center (ASC), and Regional Incident Business Management Coordinator.

CO-WORKER SURVIVORS:

1. Arrange for medical care, if needed.
   - RESOURCES -- Finance Section Chief, Comp/Claims Unit Leader, OWCP SPECIALIST.
2. Consider need to pull from field duties. Consider the need for Critical Incident Stress De-Briefing.

FAMILY SURVIVORS:

1. Notification:
   - Speedy, accurate information on status of relative is imperative.
   - Usually handled, by person in uniform, or arranged by home unit.
   - Inform family who will be agency contact person (liaison) for details. This person explains benefits, determines family wishes, helps family as needed, and acts as focal point for all communication with family.
2. Coordination: Forest Supervisor, Personnel Officer, Public Affairs Officer coordinate information release to protect notification process.

MISCELLANEOUS TRAVEL ISSUES: Questions may arise on family travel or escorts for remains. Contact Regional Safety Manager and/or HCM in Albuquerque.

BENEFITS:

1. Person managing the fatality situation works with incident mortuary to initiate requests for Death Certificates.
2. Contact OWCP specialist assigned to case. They have current benefits information and initiate paperwork. They will be contact for other agencies such as Dept. of Justice for Public Safety Officers' Benefit Act.
3. Supervisor submits accident/injury claim into SHIPS program which initiates action for benefits.

Appendix 5

Aircraft Incident Reporting (SAFECOM)

The safecom reporting system is an internet based data base including all Forest Service and State Safecoms that are reported. If you do not have access to the internet, Safecoms can still be reported via telephone or standard form, mailed to the Forest Aviation Officer or Aviation Safety Manager.

For Internet reporting follow these procedures:

1. Access the Forest Service Aviation Safety Homepage via the Internet at http://www.safecom.gov/
2. When the homepage main menu appears, select and left-click on "Submit Safecom."
3. Complete as much of the form as possible, using pull down menus available. Complete the narrative and corrective action sections, if appropriate. If you wish to keep a hard copy of the report, click on the print icon on your browser at this point, you will not be able to print once the form has been submitted.
4. The final step will be to select the pull down menu for "Region" at the bottom of the page. Select the Region where the incident occurred. This will ensure the Regional Safety Manager is informed and sent a copy of the report. If you wish to start over, select "clear Form" and this will wipe out the existing information. If you are ready to submit the form, click on the "Submit" button.

REVIEWING SAFECOMS

If it is desired to review Safecoms, access to the Data Base is available to anyone. You may research by many categories: Region, year, aircraft type, incident type, etc.

To review Safecoms follow these procedures:

1. Access the Forest Service. Aviation Safety Homepage via internet address indicated in step one for reporting.
2. Select and click the "Search Safecoms" option.
3. Select and click on "Public Access Area."
4. Identify the category you desire to search.
5. Select and click on the "Submit" icon.

Appendix 6

Elements of a Forest Aviation Management Plan

Approval Signature Page and Title

- Prepared by Forest Aviation Officer
- Reviewed by Fire Management Officer, Regional Aviation Officer and/or Regional Aviation Safety Manager
- Approved by Forest Supervisor

Table of Contents:

Organization and Responsibilities: (Narrative)
- Forest Aviation Officer
- Fire Management Officer
- Air Tanker Base Manager
- Helicopter Program Manager
- Forest Dispatcher
- Flight Manager
- Passenger
- Other Forest Service Employees
- Non Government Passengers (FSM 5716.4)

Planned Aircraft Use: (Narrative)

- Administrative Flights
- Fire Detection and Suppression
- Aerial Ignition and Prescribed Burns
- Emergency Search and Rescue
- Law Enforcement and Low Level Surveillance
- Forest Health Flights
- Photo Flights
- Helicopter Operations
- Flights on Restricted Category and Non-Certified Aircraft (policy)
- Other flights that occur on the Forest

Operations: (Narrative)

- Flight Request Procedure
- Business Management
- Flight Plans
- Flight Following
- Communication
- Project Aviation Safety Plans (process/requirement, complex/non-complex)
- Temporary Flight Restrictions
- Hazard Maps
- Airspace Coordination with Military
- Air Tanker Use
- Low Level Fixed Wing Operations (FSM 5716.3)
- Helicopter Operations (IHOG)

- Equipment Requirements
- Briefings for Pilot and Passenger (policy)
- Transportation of Hazardous Materials
- Closed Circuit and Hot Splash Refueling
- Airport/Airstrip Directory
- Helispot Directory
- Aviation Personnel Directory
- Employees who Pilot Aircraft
- Return to Contract Availability After Maintenance (policy/process)
- Night Flight Operations (policy)

Aviation Safety/Accident Prevention: (Narrative)

- Personal Protective Equipment (policy)
- Risk Management (process)
- Aviation Mishap Response Plan (process)
- Accident and Incident Reporting (process)
- Base Crash Rescue Plan (IHOG)
- Request for Medical Air Evacuation (process)
- Search and Rescue Plan (process)
- Forest Aviation Accident Prevention Program (describe)
- Hazardous Materials

Appendix:

- Unit Aviation Operating Plans
- Forest Travel Request
- Day Trip Authorization
- ROCKY MOUNTAIN REGION Mobilization and Demobilization Points
- Forest Accident/Incident Response Guide
- On Site Fatality Protocol
- Forest-specific Direction (policy and approval letters, FSM/FSHG Forest direction, etc.)
- Checklist for Implementing a Temporary Flight Restriction
- Security Plan
- Forest Helicopter Operations Plan (projects)

Appendix 7

Elements of a Project Aviation Safety Plan

1. Supervision: Identify the qualified Project Aviation Manager.

2. Project Name and Objectives: Provide a brief description of the project and its objectives.

3. Justification: Indicate why the Project will require the use of aircraft in special use flight conditions/environments and list the most practical alternatives for completion of the project.

4. Project Dates: State the date(s) the project will begin and end. These may be approximate since exact dates of flights may not be known.

5. Location: Enter the descriptive location and indicate a map clearly showing the area where flights will be made. Aerial hazards must be clearly indicated.

6. Projected Cost of Aviation Resources: enter cost coding, projected flight hours and cost, projected miscellaneous expenses (overnight charges, service truck mileage, hangar fee, etc.) and total cost of the project.

7. Aircraft: If known, identify vendors that own the aircraft to be used, registration number, aircraft type, aircraft data card expiration date, and missions for which the aircraft is approved.

8. Pilots: If known, identify pilots, type of aircraft qualified in, type of missions qualified for, and pilot card expiration date.

9. Participants: List individuals involved in flights, their aviation related qualifications and currency, and their Project responsibilities.

10. Flight Following and Emergency Search and Rescue: Identify the procedures to be used.

11. Aerial Hazard Analysis: Provide an aerial hazard analysis for each flight with an attached map

    - Require a prior ground and/or aerial hazards survey for flights.
    - Provide a copy of the hazard map to the pilot prior to any Project flights.
    - Accomplish necessary planning concerning temporary flight restrictions (TFR) and coordination with Federal Aviation Administration and military authorities prior to project flights

12. Protective Clothing and Equipment: Identify the protective equipment and clothing necessary for the particular operation and any survival equipment (extra water, flotation devices, cold weather gear, etc.) beyond the normal Personal Protective Equipment (PPE) complement that may be required

13. Load Calculations and Weight and Balance:

    - Include the Load calculations provided by the pilot. The pilot is responsible for the accurate completion of load calculations.
    - Ensure that trained aviation personnel have determined that the mission requirements do not exceed the safe capabilities of the scheduled aircraft.
    - Ensure that manifests and load calculations and weight and balance calculations are completed and noted properly by the Flight or Helicopter Manager.

14. Risk/Hazard Assessment: Complete a Risk/Hazard Assessment that identifies hazards associated with the operation and the mitigations and controls put in place to reduce or eliminate them. The process for completing this assessment is found in the Interagency Helicopter Operations Guide (NFES 1885) and in Chapter 17 of the Interagency Standards for Fire and Aviation Operations (NFES 2724).

15. Job Hazard Analysis: A Job Hazard Analysis is required to accompany all Project Aviation Safety Plans

Appendix 8

Aviation Security Plans

1. General:

- The US Forest Service has set forth policies and procedures for Aviation Security, with the basic objective being to safeguard Forest Service-owned or controlled aircraft against theft and associated misuse by terrorists or individuals engaging in other criminal activity. For security purposes the Jeffco Securty plan is filed under lock and key at our Jeffco office.

Appendix 9

Airfield and Aircraft Security Circular

Federal Aviation Administration

AIRPORTS

Airfield and Aircraft Security in the Wake of the Terrorist Attacks

Following the September 11, 2001, multiple terrorist attacks against U.S. civil air carriers, involving the World Trade Center and the Pentagon, the FAA is advising of the potential for follow-on terrorist attacks.

As we have done on several occasions in the past, the FAA is seeking your cooperation in helping to safeguard the air transportation system. We are raising the security posture at all Part 107 airports throughout the United States. We believe that it is prudent to inform airport and airfield operators of our concern. Accordingly, to help keep public and private airfields safe and secure during the foreseeable future, we need your help.

IF YOU ARE THE OWNER OR OPERATOR OF AN AIRFIELD PLEASE:

1. Distribute this circular to all organizations, which have a regular presence on the airfield.
2. Contact your local law enforcement agency and verify the procedures you would use to report any suspicious activity at your airfield.
3. Promptly report information indicating possible criminal activity to your local law enforcement agency.

PERSONS INVOLVED IN OPERATING, SERVICING OR RENTING SMALL AIRCRAFT SHOULD BE ON THE LOOK-OUT FOR:

- Aircraft with unusual or unauthorized modifications;
- Persons loitering for extended periods in the vicinity of parked aircraft or in air operations areas;
- Pilots who appear to be under the control of other persons;
- Persons wishing to obtain aircraft without presenting proper credentials or persons who present apparently valid credentials but do not have a corresponding level of aviation knowledge; or
- Anything that doesn't look right! (I.e. events or circumstances, which do not fit the pattern of lawful normal activity at your airport.)

REMEMBER: If you see something highly dangerous, such as weapons or explosives, being loaded on an aircraft; or if you have other reason to believe that a serious crime or some sort of attack is about to occur, immediately call local law enforcement authorities!

CALL YOUR NEAREST FBI OFFICE

Appendix 10

Security Considerations for Agricultural Aircraft Operators

Prepared by the National Agricultural Aviation Association

- Considering the September 11, 2001 terrorist attacks on the United States, and the resulting federal government and national news media focus on our industry, the National Agricultural Aviation Association (NAAA) reminds all agricultural aircraft operators to maintain, and where necessary, improve aircraft and operations security. Having endured multiple ground stops over the last few weeks it is obvious that our ability to work and protect American agriculture is in a precarious state. We must address security concerns expressed by federal and state law enforcement agencies to insure that our aircraft, crop protection chemicals, and operations are maintained in a secure state.

- NAAA recommends that, where possible, aircraft and crop protection products are stored in locked hangars with electronic security systems when not in use. Loader trucks, forklifts, or other equipment may also be parked and temporarily disabled in such a manner as to block movement of the aircraft. In cases where hangar space is not available and aircraft must be left outdoors, propeller chains, locking high strength tie down chains, or blocking equipment are practical alternatives. Outdoor security lighting is also recommended.

- Operators are also encouraged to explore the possibility of installing hidden security switches to insure no unauthorized aircraft starting. This, however, must be accomplished in compliance with FAA regulations governing aircraft modification.

- In the case of operators who live on the premises, or have employees living on airport grounds, enhanced security lighting, alarms, and dogs are effective deterrents against criminal activity.

- NAAA recommends that operators establish contact with federal and local law enforcement agencies to coordinate responses to security breaches at Ag aviation facilities. Appropriate law enforcement agency telephone numbers should be posted in a prominent place and employees should be instructed to maintain enhanced security awareness. These telephone numbers should be registered with any private security company that monitors the electronic security system of an agricultural aviation operation.

- We also recommend you securely store and monitor all of your chemicals. Recommendations include storage in a building with steel doors, use of an electronic security system, and tampering tape. The protection of crop protection chemicals is essential to maintaining a safe operation.

October 26, 2001

Appendix 11

FBI Offices Within the Rocky Mountain Region

FBI Denver
1961 Stout Street, Suite 1823
Denver, CO 80294
http://denver.fbi.gov
(303) 629-7171

FBI Boulder
1050 Walnut, Suite 219
Boulder, CO 80302
(303) 443-4900

FBI Colorado Springs
111 South tejon St. Suite 600
Colorado Springs, CO 80903
(719) 633-3852

FBI Durango
103 Sheppard Drive, Suite 206
Durango, CO 81301
(970) 259-6189

FBI Fort Collins
301 S. Howes St., Suite 321
Fort Collins, CO 80521
(970) 482-3422

FBI Glenwood Springs
2700 Gilstrap Court, 200
Genwood Springs, CO 81601
(970) 945-0144

FBI Grand Junction
402 Rood Avenue, Suite
225Grand Junction, CO
81501(970) 242-8360

FBI Pueblo
720 North Main St., Suite 330
Pueblo, CO 81003
(719) 543-3330

FBI Omaha
10755 Burt Street
Omaha, Nebraska 68114-2000
omaha.fbi.gov
(402) 493-8688

Appendix 12

Aviation Internet Links

Aviation websites provide an abundance of information that can help personnel who are seeking specific or particular information regarding aeronautical science, regulations, policies, restrictions, etc. Users of this Aviation Management Plan may add websites for obtaining further information.

Safecom **www.safecom.gov**
National Transportation Safety Board (NTSB) **www.ntsb.gov**
Office of Aircraft Services (OAS) **www.nbc.gov/amd**
AirNav Airport Directory **www.airnav.com**
Rocky Mountain Region (ROCKY MOUNTAIN REGION) **http://fsweb.r2.fs.fed.us/**
Rocky Mountain Region (ROCKY MOUNTAIN REGION) fire and aviation
http://fsweb.r2.fs.fed.us/spf/index.html
National Fire and Aviation Management **www.fs.fed.us/fire/aviation**
Interagency Airspace coordination **www.fs.fed.us/r6/fire/aviation/airspace/**
Federal Aviation Administration **www.faa.gov**
Interagency Aviation Training **https://www.iat.gov/**
Automated Flight-Following **www.aff.gov**
Forest Health Aviation Safety **www.fs.fed.us/foresthealth/aviation**
Aircraft Owners & Pilots Association (AOPA) **www.aopa.com**
Transportation Safety Administration (TSA) **www.tsa.gov**
National Aeronautical Charting Office (ANCO) **http://www.naco.faa.gov/**

Appendix 13

TFR Implementation Checklist

1. Receive request for Temporary Flight Restriction (TFR)
2. Plot Incident on Project Hazard map. If Special Use Airspace or Military Training Routes are involved, complete step five prior to steps 3 & 4.
3. Complete Resource order with Interagency Request for TFR and documentation of source requesting deconfliction of airspace
4. Contact appropriate FAA ARTCC (see Area specific addendum) with request for TFR; Request call back with confirmation.
5. Inform FAA FSS (see Area specific addendum) of request made to ARTCC. Request advisory NOTAM be issued.
6. If Special Use Airspace (MOA, RA, MTR) is involved, contact Military Scheduling Agency (see Area specific addendum) and request deconfliction of airspace until TFR is granted by FAA.
7. Fax copy of TFR request to EACC (612-713-7317)
8. Notify Incident Command (if applicable) and all aircraft of TFR status. Relay information of activity in Special Use Airspace as applicable.
9. Order appropriate aviation resources.
10. Document call-back confirmation of TFR placement from FAA.
11. Document contacts for deconfliction of Military Special Use Airspace.

Tricks and Traps in coping with TFRs

DO:

- Research and assess TFRs and other flight restrictions methodically and habitually.
- Make a last-minute call to FSS before takeoff to see if any TFRs have popped up.
- Check and print graphical NOTAMS from AOPA, DUATS< FAA or BLM web sites.
- Use flight following when possible.
- Print the results of your research and have them with you in the airplane.

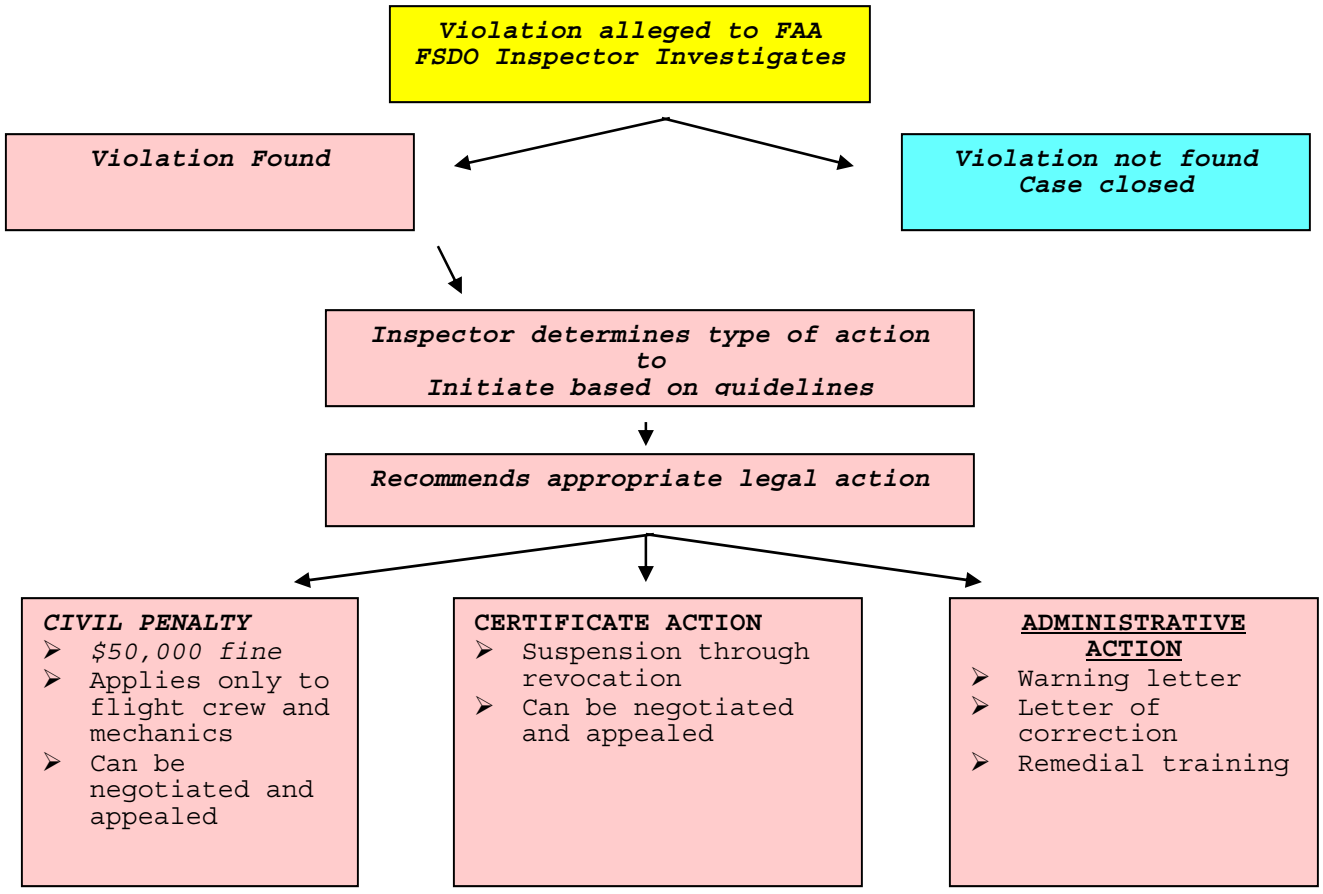
DON'T:

- Count on ATC to keep you out of trouble
- Skip a briefing, even for local flights
- Get lost in the garbage presented on DUATS.

If cited for a TFR violation

If cited for a TFR violation; file a NASA ASRS form immediately. Forms are available at http://asrs.arc.nasa.gov/

TFR ENFORCEMENT PROCESS



Appendix 14

Policy and Approval Letters

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Appendix 15

National Aviation Management
And
Safety Plan

http://www.fs.fed.us/fire/aviation/av_library/2012%20National%20Aviation%20Safety%20and%20Management%20Plan%20Final.pdf

Appendix 16

Aviation Emergency Resource List

Emergency Resource Availabililty:

National Guard helicopters may not be available. National Guard resources are managed by the states. Requesting these resources for fire operations is thru the GACCs **only.** For search and rescue missions units should clarify and/or verify with the local Sheriff depart if they are the contact for search and rescue operations.

HELICOPTER AMBULANCE SERVICE

Location	Facility	Phone Number	Call Sign	Type A/C	Lat Long
COLORADO					
Grand Junction	St. Mary's Care Flight	1-800-332-4923	Care Flight	Bell 412	39 05.4 108 33.6
Denver North	St. Anthony's	1-800-332-3123	Flight for Life	AS 350 B3	39 44.58 105 02.46
Montrose	Montrose Memorial	1-800-800-0900	Tri-State Care Flight	AS 350-B3	38 28.81 107 52.10
Durango	Mercy Medical Center	1-800-800-0900	Tri-State Care Flight	Agusta westland AW 119	37 09.1 107 45.2
Summit County	Frisco	1-800-332-3123	Flight for Life	AS 350 B3	39 34.24 106 04.79
Fredrick	Fredrick-Firestone Fire Station #2 3991 Rowe Street Firestone, CO 80504	**1-877-2 GET AIRLIFE (1-877-243-8247)**	Airlife	Bell 407	40 07.18 104 58.52
Aurora	Columbia Aurora North Hospital	**1-877-2 GET AIRLIFE (1-877-243-8247)**	Airlife	Bell 407	39 43.39 104 49.36
Greeley	Northern Colorado Medical center	**Flight Dispatch 1-800-247-5433**	Airlife-Greeley	(**2**) Bell 407	40 24.49 104 42.28
CO Springs	Memorial Hospital	**1-800-763-4373**	Memorial Star	Bell 407	38 50.21 104 47.59
SOUTH DAKOTA					
Rapid City	Rapid City Regional Airport	1-800-232-2452		Bell 222	44 02.7 125 8.5
Sioux falls	McKennan Hospital	605-322-2600		Bell 222	43.0 118 3.0
Sioux Falls	Sioux Valley Hospital	1-800-952-2229		Bell 230	43.0 118 3.0
NEBRASKA					
Scotts Bluff	Regional West Medical Center	1-800-252-2215		Bell 407	41 52.4 123.0
WYOMING					
Casper	Wyoming Medical Center	1-800-442-2222		Eurocopter EC 135	42 54.50 106 27.80
MONTANA					
Billings	St. Vincent's hospital	1-800-538-4357		Eurocopter	45 48.5 108 32.0
UTAH					
Salt Lake City	University Hospital & Burn Center	1-800453-0120	Air Med 2,3,4,14	2 Bell 407 Bell 206 Bell 430	40 49.50 111 50.6

Helicopter ambulance services listed above have night vision capabilities

Cheyenne, WY Warren AFB

Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Blackhawk (UH-60)	Yes	150 mph

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Yes	Yes	Yes	Yes	1 Hour/Weekdays 4 Hours/Weekends

Hoist Type:	Goodrich (Rated 600 lbs./250' cable)
Fuel Cycle:	350 miles
Refueling:	Can refuel @ FBOs (Jet-A)
Medical Personnel:	No medical personnel aboard during the 2009 fire season due to overseas deployment. Likely in subsequent years.
Paid Extended Staffing:	No
Paid Relocation:	No
Notes:	
Ordering Procedure:	GACC

Denver, CO Colorado NG

Buckley NG

Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Blackhawk (UH-60)	Yes	150 mph

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Y	Y	Y	Y	1hr-1.5hr

Hoist Type:	Goodrich (Rated 600 lbs./250' cable)
Fuel Cycle:	350
Refueling:	Any FBO (JetA)
Medical Personnel:	Yes
Paid Extended Staffing:	NO
Paid Relocation:	NO
Notes:	Also they have a Heli-Basket Medic may be on board do to Staffing
Ordering Procedure:	GACC

Cheyenne, WY Wyoming NG

Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Blackhawk (UH-60)		

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Y	Y			

Hoist Type:	Goodrich (Rated 600 lbs./250' cable)
Fuel Cycle:	350
Refueling:	Any FBO (JetA)
Medical Personnel:	Yes
Paid Extended Staffing:	NO
Paid Relocation:	NO
Notes:	Medic may be on board do to Staffing
Ordering Procedure:	GACC

All Military helicopters listed have Night Vision capability

Hoist: A cable winching device permanently mounted to the helicopter that is capable of lowering/raising personnel attached to the cable

FIXED WING AMBULANCE SERVICE

COLORADO					
Denver North	St. Anthony's	1-800-332-3123		Fixed-wing	39 44.58 105 02.46
Frisco	Summit Medical	1-800-332-3123		Fixed-wing	
Centennial	Mayo Aviation (Flight for Life)	1-800-332-3123		Fixed-wing	
Centennial	International Jet (Airlife)	**1-877-2 GET AIRLIFE (1-877-243-8247)**		Fixed-wing	
SOUTH DAKOTA					
Rapid City	Rapid City Regional Airport	1-800-232-2452		Fixed-wing	
NEBRASKA					
Scotts Bluff	Regional West Medical Center	1-800-252-2215		Fixed-wing	
WYOMING					
Casper	Wyoming Medical Center	1-800-822-7201		Fixed-wing	42 54.50 106 27.80
Rapid City	Rapid City Regional Airport	1-800-232-2452		Fixed-wing	
MONTANA					
Billings	St. Vincent's hospital	1-800-538-4357		Fixed-wing	45 48.5 108 32.0
UTAH					
Salt Lake City	University Hospital & Burn Center	1-800-321-1911		Fixed wing available for burn patients	

All Air Ambulance services listed above have night flying ability

National Park Service Short Haul and Search and Rescue

National Park Service Yellowstone

Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Lama (SA-315B)	Yes	104 mph

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Yes	No	Yes	No	30 Minutes

Hoist Type:	None/Short-haul
Fuel Cycle:	2 Hours (200 Miles)
Refueling:	Can refuel @ FBOs (Jet-A). Also have fuel truck.
Medical Personnel:	EMT (Can also provide Helitack support personnel)
Paid Extended Staffing:	Determined by flight request.
Paid Relocation:	Yes. Case-by case basis.
Notes:	This is a national fire resource helicopter. Available for long term assignment for national/regional incidents. Procurement can be initiated by MOU or incident "P" number.
Ordering Procedure:	Contact: Bozeman Interagency Dispatch Center (BZC), 406-587-6719, or Yellowstone Dispatch, Laura Dooley, 307-344-2181.

Jackson, WY - Teton County SAR

Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Bell 407	Yes	126 mph

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Yes	No	Yes	No	45 Minutes

Hoist Type:	
Fuel Cycle:	2 hours (250 miles)
Refueling:	Can refuel @ FBO's (Jet A). Have fuel trucks/trailer for each unit.
Medical Personnel:	Paramedic/Physicians
Paid Extended Staffing:	No
Paid Relocation:	No
Notes:	Inter-state response
Ordering Procedure:	Contact Doug Meyer, 307-413-0445 for availability.

NPS does not have night flying capability

Teton NP, WY - National Park Service

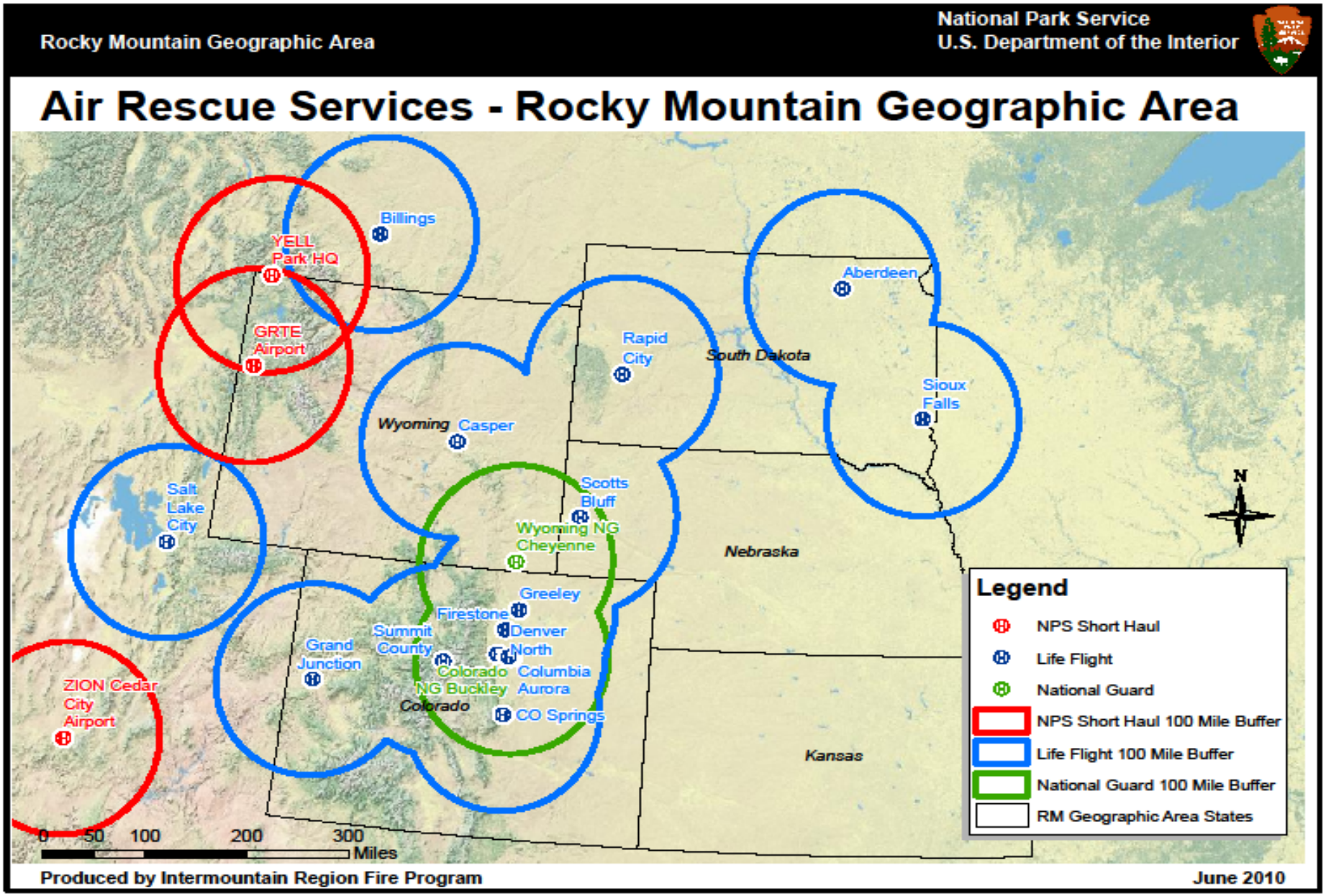
Make & Model	Perform @ 7000'/90° F.	Cruise Speed
Astar (AS350 B3)	Yes	138 mph

VFR	IFR	FM Radio Programmable	Night Vision Goggles (NVG)	Order Response Time
Yes	No	Programmable	No	1 Hour

Hoist Type:	None/Short-haul
Fuel Cycle:	2 Hours (276 Miles)
Refueling:	Can refuel @ FBOs (Jet-A). Also have fuel truck.
Medical Personnel:	EMT/Paramedic (includes Helitack support personnel)
Paid Extended Staffing:	Yes
Paid Relocation:	Determined by flight request.
Notes:	This is a national fire resource helicopter. May be available for long term assignment for national/regional incidents. Procurement can be initiated by MOU or incident "P" number. Check availability, may already be assigned to incident or limited to local area
Ordering Procedure:	Contact: Eastern Great Basin Dispatch Center, 801-531-5320, or Teton National Park, 307-739-3333 to check availability.

NPS does NOT have night flying capability

Short-haul: To transport one or more persons suspended on a fixed line beneath a helicopter.


Rocky Mountain Geographic Area
National Park Service
U.S. Department of the Interior
Air Rescue Services - Rocky Mountain Geographic Area
Billings
YELL Park HQ
GRTE Airport
Aberdeen
Rapid City
South Dakota
Sioux Falls
Wyoming
Casper
Salt Lake City
Scotts Bluff
Wyoming NG Cheyenne
Nebraska
Greeley
Firestone
Denver
Summit County
North Colorado
Grand Junction
Colorado Columbia
NG Buckley Aurora
Colorado
CO Springs
ZION Cedar City Airport
Kansas
N
Legend
NPS Short Haul
Life Flight
National Guard
NPS Short Haul 100 Mile Buffer
Life Flight 100 Mile Buffer
National Guard 100 Mile Buffer
RM Geographic Area States
0 50 100 200 300
Miles
Produced by Intermountain Region Fire Program
June 2010